

**CHIPPEWA TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
of the
REORGANIZATION
MEETING
of
MONDAY, JANUARY 6, 2020, 10 A.M.**

The Chippewa Township Board of Supervisors held their annual Reorganization Meeting on Monday, January 6, 2020 at 10 a.m. Present were Supervisor Jim Bouril, Supervisor Nancy Lamey, Supervisor Dan Woodske, Manager Mark Taylor, Assistant Secretary/Treasurer Rich Bebout, Solicitor George Verlihay, Code Enforcement Officer Dawna Pella and Administrative Assistant Cindy Clark.

CALL TO ORDER

Mr. Bouril brought the meeting to order.

VISITORS

Police Chief Eric Hermick and Beth Popik attended.

REORGANIZATION

The first order of business was to seat a new Chairperson of the Board. Mr. Bouril turned the meeting over to Attorney Verlihay who served as temporary Chairman until a new Chairman could be seated.

Temporary Chairman Verlihay asked for nominations for Chairperson of the Board of Supervisors.

MS. LAMEY MOVED TO NOMINATE Jim Bouril as Chairman of the Board of Supervisors. Motion was seconded by Mr. Woodske. There were no other nominations for Chairman and with no further discussion the motion carried.

Mr. Bouril then took over the Chairmanship. He thanked the other Supervisors for their confidence, welcomed Supervisor Woodske to the Board, and then asked for nominations for the position of Vice Chairperson of the Board.

MR. WOODSKE MOVED TO NOMINATE Nancy Lamey as Vice Chairperson of the Board of Supervisors. The motion was seconded by Mr. Bouril. There were no other nominations for Vice Chairperson and with no further discussion the motion carried.

REORGANIZATION (CONTINUED)

After the Chairman and Vice Chairperson were named, Mr. Bouril read the next 23 names and positions listed on the Department Liaisons, Appointments, and Meeting Schedule list. (This group of 23 began with the Manager position and ended with the Vacancy Board position.) This group of 23 is listed below and on the complete list on Page 4 of these minutes:

Manager – Mark Taylor	Receptionist/Recording Secretary – Dorinda Roberts
Police Chief – Eric Hermick	Wage Tax Collector - Berkheimer
Solicitor – George Verlihay	Delinquent Real Estate Tax Collector-Linda Rawding
Engineer – Michael Baker, KLH Engineers	Deputy Real Estate & Delinquent
Code Enforcement Officer – Dawna Pella	Real Estate Tax Collector – Thomas Householder
Zoning Officer – Mark Taylor	Chief Administrative Officer of
Assistant Zoning Officer – Dawna Pella	Police Pension Plan – Township Manager
Fire Chief – Jaye Graham	Chief Administrative Officer of Non-
Treasurer – Beth Popik	Uniform Pension Plan – Township Manager
Assistant Treasurer – Mark Taylor/Rich Bebout	Auditor – Mark C. Turnley
Secretary – Mark Taylor	Sewage Enforcement Officer – AG-Squared/Groves
Assistant Secretary – Rich Bebout	Depository – Huntington/WesBanco/First National
Receptionist/Recording Secretary – Cindy Clark	Vacancy Board - Don Olayer

MS. LAMEY MOVED TO APPROVE those 23 Names/Positions in Group One (Manager through Vacancy Board) as listed above. Mr. Woodske seconded the motion and with no further discussion the motion carried.

Chairman Bouril then read the 14 liaison positions and the three Supervisors agreed as to how they would split these positions among the three of them. He read the 14 liaison positions with the name assigned as a group starting with Police Liaison and ending with the Zoning Board Liaison. This group of 14 is listed below and on Page 4 of these minutes:

Police Liaison – Nancy Lamey	Airport Representative – Nancy Lamey
Fire Liaison – Nancy Lamey	Water Authority Representative – Dan Woodske
Public Works Liaison – Dan Woodske	Sewer Authority Representative – Jim Bouril
Shade Tree Commission Liaison – Dan Woodske	Council of Gov. (COG) Representative–Nancy Lamey
Recreation Board Liaison – Jim Bouril	Council Gov. (COG) Alternate – Dan Woodske
Sahli Preserve Advisory Board Liaison – Jim Bouril	Planning Commission Liaison – Jim Bouril
Administration Chairman – Dan Woodske	Zoning Board Liaison – Jim Bouril

MS. LAMEY MOVED TO APPROVE those Names/Positions in Group Two (Police Liaison through Zoning Board Liaison) as listed. Mr. Woodske seconded the motion and with no further discussion the motion carried.

REORGANIZATION (CONTINUED)

Chairman Bouril moved on down the list to the positions of State Convention Delegate and State Convention Alternate Delegate. He explained what is involved with these positions since Mr. Woodske is a newly elected member of the Board of Supervisors. Chairman Bouril said that the State Convention Delegates vote on resolutions. Ms. Lamey agreed to be the Delegate and Mr. Woodske agreed to be the Alternate Delegate.

MR. WOODSKE MOVED TO APPROVE Nancy Lamey as State Convention Delegate and Dan Woodske as State Convention Alternate Delegate. Ms. Lamey seconded the motion and with no further discussion the motion carried.

Chairman Bouril then continued to the final three items on the list which involve future meetings of the Board of Supervisors. There was some discussion about start times for both the Agenda and the Regular meetings in 2020. Manager Taylor suggested moving the times of both meetings. He explained that at times it is hectic for him to prepare things for an 8:30 a.m. Supervisors' Agenda Meeting when he has attended a Planning Commission Meeting the night before that concluded at 9:30 p.m. He feels the second Wednesday of the month is still a good day to have Agenda Meetings but would like to see the time moved to a later hour than 8:30 a.m. He said that in the past the Agenda Meetings were held late in the afternoon but the time was changed to 8:30 a.m. in order to accommodate a Supervisor's work schedule. He said this is no longer an issue. He said any later time in the morning or afternoon will work for him so that he will have more time to prepare items following Planning Commission meetings held the night before. He and the Supervisors agreed that 10 a.m. will be better.

Chairman Bouril then brought up the time of the evening meetings, saying that our Regular Meetings are some of the latest in the county. Manager Taylor said he wants to make sure that the public has an opportunity to attend and suggested changing ours to anytime between 6 and 7. He said that only one other community in the area holds their meetings at 7:30. He added that if we began our Regular Meetings at 6:30 the hearings could be held at 6 p.m.

MS. LAMEY MOVED TO SCHEDULE the Supervisors' Agenda Meetings for 10 a.m. on the second Wednesday of each month and to schedule the Supervisors' Regular Meetings for 6:30 p.m. on the third Wednesday of each month. Mr. Woodske seconded the motion and with no further discussion the motion carried.

DEPARTMENT LIAISONS, APPOINTMENTS, MEETING SCHEDULES

Chairman, Board of Supervisors	Jim Bouril
Vice Chairman, Board of Supervisors	Nancy Lamey
Manager	Mark Taylor
Police Chief	Eric Hermick
Solicitor	George Verlihay
Engineer	Michael Baker, KLH Engineers
Code Enforcement Officer	Dawna Pella
Zoning Officer	Mark Taylor
Assistant Zoning Officer	Dawna Pella
Fire Chief	Jaye Graham
Treasurer	Beth Popik
Assistant Treasurer	Mark Taylor/Rich Bebout
Secretary	Mark Taylor
Assistant Secretary	Rich Bebout
Receptionist/Recording Secretary	Cindy Clark
Receptionist/Recording Secretary	Dorinda Roberts
Wage Tax Collector	Berkheimer
Delinquent Real Estate Tax Collector	Linda Rawding
Deputy Real Estate & Delinquent Real Estate Tax Collector	Thomas Householder
Chief Administrative Officer of Police Pension Plan	Township Manager
Chief Administrative Officer of Non-Uniform Pension Plan	Township Manager
Auditor	Mark C. Turnley
Sewage Enforcement Officer	AG-Squared/Michael Groves
Depository	Huntington/WestBanco/First National
Vacancy Board	Don Olayer
Police Liaison	Nancy Lamey
Fire Liaison	Nancy Lamey
Public Works Liaison	Dan Woodske
Shade Tree Commission Liaison	Dan Woodske
Recreation Board Liaison	Jim Bouril
Sahli Preserve Advisory Board Liaison	Jim Bouril
Administration Chairman	Dan Woodske
Airport Representative	Nancy Lamey
Water Authority Representative	Dan Woodske
Sewer Authority Representative	Jim Bouril
Council of Governments (COG) Representative	Nancy Lamey
Council of Governments (COG) Alternate	Dan Woodske
Planning Commission Liaison	Jim Bouril
Zoning Board Liaison	Jim Bouril
State Convention Delegate	Nancy Lamey
State Convention Alternate Delegate	Dan Woodske
Agenda Meeting Dates and Time	2 nd Wed. of month at 10 a.m.
Regular Meeting Dates and Time	3 rd Wed. of month at 6:30 p.m.
Work Session Dates and Time	As needed. Will be advertised.

RESOLUTIONS

Chairman Bouril then presented in a group, the following five resolutions for adoption. He said these five are the standard ones passed each year. He read the titles of the Resolutions. Manager Taylor explained that there are some minor changes to Resolution 2020-5, which deals with the Township fees. He said the fee for some hearings has gone up due to the cost of the legal ads. Other fee adjustments involve cell towers and Linda Rawding's fees in the tax office.

RESOLUTION NO. 2020-1: A RESOLUTION OF THE TOWNSHIP OF CHIPPEWA RELATIVE TO THE ESTABLISHMENT AND MAINTENANCE OF EMPLOYEES' PENSION, ANNUITY, INSURANCE, AND BENEFIT FUND OR FUNDS, TO AMEND CERTAIN PROVISIONS OF THE PENSION PLAN OR PROGRAM APPLICABLE TO THE POLICE EMPLOYEES OF SAID TOWNSHIP.

RESOLUTION NO. 2020-2: WHEREAS, SECTION 7503 OF THE PENNSYLVANIA EMERGENCY MANAGEMENT SERVICES CODE, 35 PA C.S. SECTION 1702. ET. SEQ. MANDATES THAT CHIPPEWA TOWNSHIP PREPARE, MAINTAIN AND KEEP CURRENT AN EMERGENCY OPERATIONS PLAN FOR THE PREVENTION AND MINIMIZATION OF INJURY AND DAMAGE CAUSED BY A MAJOR EMERGENCY OR DISASTER WITHIN THIS TOWNSHIP; NOW THEREFORE, WE THE UNDERSIGNED SUPERVISORS OF CHIPPEWA TOWNSHIP DO HEREBY APPROVE, ADOPT AND PLACE INTO IMMEDIATE EFFECT THE EMERGENCY OPERATIONS PLAN OF CHIPPEWA TOWNSHIP. THIS PLAN SHALL BE REVIEWED ON AN ANNUAL BASIS TO MAKE CERTAIN THAT IT CONFORMS WITH THE REQUIREMENTS OF THE BEAVER COUNTY EMERGENCY OPERATIONS PLAN.

PROMULGATION: THIS PLAN SUPERSEDES PREVIOUS CHIPPEWA TOWNSHIP PLANS DEVELOPED FOR RESPONSE TO A MAJOR EMERGENCY OR DISASTER. THIS PLAN WAS ADOPTED BY THE BOARD OF SUPERVISORS UNDER RESOLUTION NO. 2020-2 DATED JANUARY 6, 2020.

RESOLUTION NO. 2020-3: A RESOLUTION OF THE TOWNSHIP OF CHIPPEWA AUTHORIZING CHIPPEWA TOWNSHIP TO PARTICIPATE IN THE LOCAL PIGGYBACK PURCHASING PROGRAM AND AUTHORIZING THE TOWNSHIP MANAGER TO EXECUTE ANY CONTRACTS OR AGREEMENTS AUTHORIZED BY THE BOARD OF SUPERVISORS FOR CHIPPEWA TOWNSHIP.

RESOLUTION NO. 2020-4: A RESOLUTION OF THE TOWNSHIP OF CHIPPEWA AUTHORIZING CHIPPEWA TOWNSHIP TO PARTICIPATE IN THE BEAVER COUNTY REGIONAL COUNCIL OF GOVERNMENTS JOINT BIDDING AND THE TOWNSHIP MANAGER TO EXECUTE ANY NECESSARY CONTRACTS, AND/OR OTHER ITEMS NECESSARY TO PARTICIPATE.

RESOLUTION NO. 2020-5: A RESOLUTION OF THE BOARD OF SUPERVISORS IN AND FOR THE TOWNSHIP OF CHIPPEWA, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA ADOPTING CERTAIN FEES FOR SERVICES PROVIDED BY THE TOWNSHIP.

MS. LAMEY MOVED TO ADOPT the above five resolutions. Motion was seconded by Mr. Woodske and with no further discussion the motion carried.

Chairman Bouril explained that the banks are requesting individual resolutions for each account this year. He said that Resolution 2020-6 through Resolution 2020-28 could be voted on as a group of 23:

- RESOLUTION NO. 2020-6: Wesbanco Police Pension Fund**
- RESOLUTION NO. 2020-7: Wesbanco Secondary Money Market Account**
- RESOLUTION NO. 2020-8: Wesbanco Real Estate Tax Collection**
- RESOLUTION NO. 2020-9: Wesbanco Recreation Fund**
- RESOLUTION NO. 2020-10: Wesbanco Road Fund**
- RESOLUTION NO. 2020-11: Wesbanco Fire Department Fund**
- RESOLUTION NO. 2020-12: Wesbanco Main Money Market Account**
- RESOLUTION NO. 2020-13: Wesbanco Park Fund**
- RESOLUTION NO. 2020-14: Wesbanco Capital Improvement Fund**
- RESOLUTION NO. 2020-15: Wesbanco General Fund**
- RESOLUTION NO. 2020-16: Wesbanco Payroll Fund**
- RESOLUTION NO. 2020-17: Wesbanco Veterans Park Field Rental Account**
- RESOLUTION NO. 2020-18: Wesbanco Firemen's Reserve Fund**
- RESOLUTION NO. 2020-19: Wesbanco Credit Card Account**
- RESOLUTION NO. 2020-20: Wesbanco Chippewa Township Certificate of Deposit**
- RESOLUTION NO. 2020-21: Wesbanco Police Certificate of Deposit**
- RESOLUTION NO. 2020-22: Wesbanco Chippewa Township Reserve MMA**
- RESOLUTION NO. 2020-23: Wesbanco Surplus Health Care Benefits**
- RESOLUTION NO. 2020-24: Wesbanco Chippewa Military Program**
- RESOLUTION NO. 2020-25: FNB Accounts**
- RESOLUTION NO. 2020-26: Escrow Account FNB**
- RESOLUTION NO. 2020-27: Police Drug Investigation Account**
- RESOLUTION NO. 2020-28: Donations to Police Department**

MS. LAMEY MOVED TO ADOPT Resolutions numbered 2020-6 through and including 2020-28. Mr. Woodske seconded the motion and with no further discussion the 23 Resolutions passed.

DELEGATES TO STATE CONVENTION

Chairman Bouril said that the State Convention will take place in May. Manager Taylor said that the Supervisors usually authorize up to six people to attend the State Convention even though only one or two might end up attending.

MR. WOODSKE MOVED TO AUTHORIZE up to six people to attend the convention. Ms. Lamey seconded the motion and with no further discussion, the motion carried.

MANAGER'S MISCELLANEOUS ITEMS

Manager Taylor said Mr. Bowser is requesting a zoning change. They want to do a land development to put in a new Chevy dealership. The Manager has been given the plans. The hearing will be in February. A representative from Bowser will attend the Planning Commission Meeting and there will be other items coming before the Planning Commission, also, including a Taco Bell presentation. Dunkin' Donuts also has plans to locate in the Township.

BENEFITS SHEET AND SALARY SCHEDULE

The next order of business was to adopt the 2020 Benefits Sheet and Salary Schedule.

MS. LAMEY MOVED TO ADOPT the Benefits Sheet and Salary Schedule. Motion was seconded by Mr. Woodske and with no further discussion the motion carried.

With nothing further to come before the Board, the 2020 Reorganization Meeting adjourned at 10:22 a.m.

The Regular Meeting this month is scheduled for 6:30 p.m. on January 15th. There will be no Agenda Meeting in January.

Secretary

Chairman

