

**CHIPPEWA TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
of the  
COMBINED REORGANIZATION/AGENDA  
MEETING  
of  
MONDAY, JANUARY 3, 2022, 10 A.M.**

The Chippewa Township Board of Supervisors held their annual Reorganization Meeting on Monday, January 3, 2022 at 10 a.m. Present were Supervisor Jim Bouril, Supervisor Dan Woodske, Supervisor Bryan Wright, Manager Mark Taylor, Assistant Secretary/Treasurer Rich Bebout, Solicitor Shannon Steele, Code Enforcement Officer Dawna Pella, and Administrative Assistant Cindy Clark.

**CALL TO ORDER**

Mr. Bouril brought the meeting to order.

**VISITORS**

Chief Hermick and Recreation Director Lauren Doyle attended.

**REORGANIZATION**

The first order of business was to seat a new Chairperson of the Board and Mr. Bouril asked for nominations.

**MR. WOODSKE MOVED TO NOMINATE** Jim Bouril as Chairman of the Board of Supervisors. Motion was seconded by Mr. Wright. There were no other nominations for Chairman and with no further discussion the motion carried. Chairman Bouril thanked the other Supervisors for their confidence in him.

Mr. Bouril then took over the Chairmanship. He asked for nominations for the position of Vice Chairperson of the Board.

**MR. WRIGHT MOVED TO NOMINATE** Dan Woodske as Vice Chairperson of the Board of Supervisors. The motion was seconded by Chairman Bouril. There were no other nominations for Vice Chairperson and with no further discussion the motion carried.

**2022 BENEFITS SHEET AND SALARY SCHEDULE**

The next order of business was to adopt the 2022 Benefits Sheet and Salary Schedule. Chairman Bouril asked for questions and there were none so he asked for a motion on this.

**MR. WOODSKE MOVED TO APPROVE** the 2022 Benefits Sheet and Salary Schedule. Mr. Wright seconded the motion and with no further discussion, the motion carried.

**REORGANIZATION (CONTINUED)**

Chairman Bouril said that several changes have been made to the list of Township positions, liaisons, etc. He said that he would read down the list and would take any questions regarding these.

Manager – Mark Taylor  
Police Chief – Eric Hermick  
Solicitor – Shannon Steele  
Engineer – Michael Baker, KLH Engineers  
Code Enforcement Officer – Dawna Pella  
Zoning Officer – Mark Taylor  
Assistant Zoning Officer – Dawna Pella  
Fire Chief – Dave Syka  
Treasurer – Beth Popik  
Assistant Treasurer – Mark Taylor/Rich Bebout  
Secretary – Mark Taylor  
Assistant Secretary – Rich Bebout  
Receptionist/Recording Secretary – Cindy Clark  
Receptionist/Recording Secretary – Casey Arbogast  
Wage Tax Collector – Berkheimer  
Delinquent Real Estate Tax Collector-Linda Rawding  
Deputy Real Estate & Delinquent Real Estate Tax Collector – Robin Huston  
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/Groves  
Depository – WesBanco/First National  
Vacancy Board - Don Olayer

**MR. WOODSKE MOVED TO APPOINT** the names listed above to the respective positions. Mr. Wright seconded the motion, and with no further discussion, the motion carried.

Chairman Bouril then continued on with the list of liaisons, representatives, and delegates.

Police Liaison – Bryan Wright  
Fire Liaison – Jim Bouril  
Public Works Liaison – Dan Woodske  
Shade Tree Commission Liaison – Bryan Wright  
Recreation Board Liaison – Bryan Wright  
Sahli Preserve Advisory Board Liaison – Jim Bouril  
Administration Chairman – Dan Woodske  
Airport Representative – Bryan Wright  
Water Authority Representative – Dan Woodske  
Sewer Authority Representative – Jim Bouril  
Council of Governments (COG) Representative – Dan Woodske  
Council of Governments (COG) Alternate – Jim Bouril  
Planning Commission Liaison – Bryan Wright  
Zoning Board Liaison – Jim Bouril  
State Convention Delegate – Dan Woodske  
State Convention Alternate Delegate – Jim Bouril

**MR. WOODSKE MOVED TO APPROVE** the above list of liaisons, representatives, and delegates. Mr. Wright seconded the motion and with no further discussion the motion carried.

## REORGANIZATION (CONTINUED)

Chairman Bouril asked if the days and times of the Board of Supervisors' meetings should remain the same as in 2021. The Agenda Meetings were held on the second Wednesday of the month at 10 a.m. The Regular Meetings were held on the third Wednesday of the month at 6:30 p.m. Work Sessions were held as needed.

**MR. WRIGHT MOVED TO CONTINUE** to hold the meetings of the Board of Supervisors on the same days and times as in 2021. Mr. Woodske seconded the motion and with no further discussion, the motion carried.

## RESOLUTIONS

Chairman Bouril then presented in a group, the following seven resolutions for adoption. He read a synopsis of each resolution and asked for questions. There were none.

**RESOLUTION NO. 2022-1: 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. 2022-2: 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. 2022-2 DATED JANUARY 3, 2022.**

**RESOLUTION NO. 2022-3: 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. 2022-4: 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. 2022-5: 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.**

**RESOLUTION NO. 2022-6: ENTITY AUTHORIZATION (FIRST NATIONAL BANK)**

**RESOLUTION NO. 2022-7: RESOLUTION OF CORPORATIONS, PARTNERSHIPS & LLCs (WESBANCO)**

**MR. WOODSKE MOVED TO ADOPT** the above seven resolutions. Motion was seconded by Mr. Wright, and with no further discussion the motion carried.

### BOARD APPOINTMENTS

Chairman Bouril announced the names of those on Township boards or commissions whose terms are expiring.

The 3-year term of Ron Olson on the Zoning Hearing Board expired on December 31<sup>st</sup>, 2021

**MR. WOODSKE MOVED TO REAPPOINT** Ron Olson to the Zoning Hearing Board. Mr. Wright seconded the motion, and with no further discussion, the motion carried.

The 5-year term of Robert C. Berchtold on the Sanitary Authority expires on January 3<sup>rd</sup>, 2022.

**MR. WOODSKE MOVED TO APPOINT** Jim Bouril to the Sanitary Authority. Mr. Wright seconded the motion and with no further discussion, the motion carried.

### MANAGER'S AGENDA ITEMS

Manager Taylor said that the Supervisors' Agenda Meeting this month is scheduled for January 12<sup>th</sup>. He said that he has no items that need to be addressed on the 12<sup>th</sup>, so if there is no opposition from the Supervisors, the Agenda Meeting will be cancelled this month and the next meeting will be the Regular Meeting on January 19<sup>th</sup>. He added that he will schedule a hearing for the conditional use for the home day care business at 6 p.m. on the 19<sup>th</sup>.

### MISCELLANEOUS ITEMS

Chairman Bouril asked if the Police Chief or Recreation Director wished to give a report since there will not be an Agenda Meeting this month. They had nothing to report at this time.

Chairman Bouril then welcomed the new Solicitor, Shannon Steele, to the Township.

### ADJOURNMENT

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

### MEETING SCHEDULE

The Regular Meeting this month is scheduled for 6:30 p.m. on January 19<sup>th</sup>. There will be no Agenda Meeting in January.

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Secretary

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Chairman

## 2022 DEPARTMENT LIAISONS, APPOINTMENTS, MEETING SCHEDULES

Chairman, Board of Supervisors	Jim Bouril
Vice Chairman, Board of Supervisors	Dan Woodske
Manager	Mark Taylor
Police Chief	Eric Hermick
Solicitor	Shannon Steele
Engineer	Michael Baker, KLH Engineers
Code Enforcement Officer	Dawna Pella
Zoning Officer	Mark Taylor
Assistant Zoning Officer	Dawna Pella
Fire Chief	Dave Syka
Treasurer	Beth Popik
Assistant Treasurer	Mark Taylor/Rich Bebout
Secretary	Mark Taylor
Assistant Secretary	Rich Bebout
Receptionist/Recording Secretary	Cindy Clark
Receptionist/Recording Secretary	Casey Arbogast
Wage Tax Collector	Berkheimer
Delinquent Real Estate Tax Collector	Linda Rawding
Deputy Real Estate & Delinquent Real Estate Tax Collector	Robin Huston
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	WestBanco/First National
Vacancy Board	Don Olayer
Police Liaison	Bryan Wright
Fire Liaison	Jim Bouril
Public Works Liaison	Dan Woodske
Shade Tree Commission Liaison	Bryan Wright
Recreation Board Liaison	Bryan Wright
Sahli Preserve Advisory Board Liaison	Jim Bouril
Administration Chairman	Dan Woodske
Airport Representative	Bryan Wright
Water Authority Representative	Dan Woodske
Sewer Authority Representative	Jim Bouril
Council of Governments (COG) Representative	Dan Woodske
Council of Governments (COG) Alternate	Jim Bouril
Planning Commission Liaison	Bryan Wright
Zoning Board Liaison	Jim Bouril
State Convention Delegate	Dan Woodske
State Convention Alternate Delegate	Jim Bouril
Agenda Meeting Dates and Time	2 <sup>nd</sup> Wed. of month at 10 a.m.
Regular Meeting Dates and Time	3 <sup>rd</sup> Wed. of month at 6:30 p.m.
Work Session Dates and Time	As needed. Will be advertised.

