

MADISON TOWNSHIP
Reorganization Meeting
MINUTES

January 2, 2024

The January 2, 2024 Reorganizational meeting of the Madison Township Supervisors was called to order by Rhonda Stitz at 7:00 PM. Also in Attendance were Supervisors Mark Shellenberger and Larry Hartzell.

Guest in Attendance: Nancy Welliver, Dean Seidel, Butch Mausteller, Heather Mausteller & Michael Leighow

Appoint Temporary Chairman:

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Appoint Mark Shellenberger as Temporary Chairman

Nomination and Election of Chairman –

Motion by Mark Shellenberger 2nd by Larry Hartzell. Motion carried.

Motion: Appoint Rhonda Stitz Chairman for 2024

Nomination and Election of Vice Chairman –

Motion by Larry Hartzell 2nd by Rhonda Stitz. Motion carried.

Motion: Appoint mark Shellenberger as Vice Chairman for 2024

Appointments/Re-Appointments

Secretary/Treasurer – Beverly Lutcavage

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Rehire Beverly Lutcavage PT Secretary-Treasurer at a rate of \$18.50 per hour

Road Foreman (Road Master) – Larry Hartzell

Motion by Rhonda Stitz 2nd by Mark Shellenberger. Motion carried.

Motion: Rehire Larry Hartzell as Road Master. Wages to be set by Auditors.

Road Crew:

David Hoover

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Rehire David Hoover as PT Road Crew at \$16.50 per hour

Jason Reichenbach — PT Semi-Skilled Operator

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Rehire Jason Reichenbach as PT Semi-Skilled Operator at rate of \$16.50

Steven Reifendifer – PT Skilled Operator

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Rehire Steven Reifendifer as PT Skilled Operator at a rate of \$18.50 per hour

Tom Reifendifer – PT Skilled Operator

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Rehire Tom Reifendifer as PT Skilled Operator at a rate of \$18.50 per hour

Terry Rider– PT Skilled Operator

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Rehire Terry Rider as PT Skilled Operator at a rate of \$17.50 per hour

Jason Rishel– PT Semi-Skilled Operator

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Rehire Jason Rishel as PT Semi-Skilled Operator at a rate of \$18.50 per hour

Dean Seidel– PT Skilled Operator

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Rehire Dean Seidel as PT Skilled Operator at a rate of \$18.50 per hour

Hilner Sewer Operator – Rob Bower – (\$125 Biweekly)

Motion by Larry Hartzell 2nd by Mark Shellenberger. Motion carried.

Motion: Rehire Rob Bower as Hilner Sewer Operator at a rate of \$125 Bi-Weekly

Hilner Sewer Laborer – Vacant

Building Permit Officer – Chris Bower – (\$15.50)

Motion by Larry Hartzell 2nd by Rhonda Stitz. Motion carried.

Motion: Rehire Chris Bower as Building Permit Officer at a rate of \$15.50 per hour

Ordinance Enforcement Officer – Chris Bower

Motion by Mark Shellenberger 2nd by Larry Hartzell. Motion carried.

Motion: Rehire Chris Bower as Ordinance Enforcement Officer at a rate of \$15.50 per hour

Planning Committee – Dave Little, Ed Johnson, Chuck Stitz, Alan Buck, Donald Mausteller

Motion by Larry Hartzell 2nd by Mark Shellenberger. Motion carried.

Motion: Reappoint all members of planning committee.

Planning Committee Secretary – Chuck Stitz

Motion by Mark Shellenberger 2nd by Larry Hartzell. Motion carried.

Motion: Appoint Chuck Stitz as secretary of planning committee

Municipal Authority –Dick Holdren, Sue Giberson, Nancy Welliver, Holly Greenly, Crystal Slater

Motion by Larry Hartzell 2nd by Rhonda Stitz. Motion carried.

Motion: Retain all members currently serving.

Solicitor – Barry Lewis – Hummel, Lewis & Davidson LLP

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Retain Barry Lewis, Hummel Lewis, and Davidson as Township Solicitor

Engineer – JHA

Motion by Mark Shellenberger 2nd by Rhonda Stitz. Motion carried.

Motion: Reappoint JHA Engineering as Township Engineer

Emergency Management Coordinator – Rob Bower

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Reappoint Rob Bower as Emergency Management Coordinator

Assistant Emergency Management Coordinator – Vacant

SEO – Chris Bower – (Payment equal to charge)

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Appoint Chris Bower as SEO

Alternate SEO – James McDeavitt Jr. –

Motion by Larry Hartzell 2nd by Mark Shellenberger. Motion carried.

Motion: Appoint James McDeavitt Jr. as Alternate SEO at rate of \$15.50 per hour

Vacancy Board – Nancy Welliver

Motion by Rhonda Stitz 2nd by Mark Shellenberger. Motion carried.

Motion: Appoint Nancy Welliver to Vacancy Board

COG Representative –

Motion by Rhonda Stitz 2nd by Mark Shellenberger. Motion carried.

Motion: Appoint Larry Hartzell as COG Representative

Alternate COG Representative –

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Appoint Mark Shellenberger as Alternate COG Representative

TCC Delegate –

Motion by Larry Hartzell 2nd by Rhonda Stitz. Motion carried.

Motion: Reappoint Jena Pass.

AG Security Members – Richard Lyons, Eric Johnson, Ed Allbeck

Motion by Larry Hartzell 2nd by Rhonda Stitz. Motion carried.

Motion: Retain all current members of AG Security

Other

Depository – Journey Bank

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Journey Bank as Depository

Set Work Week – Sunday – Saturday

Motion by Mark Shellenberger 2nd by Larry Hartzell. Motion carried.

Motion: Work week to remain Sunday – Saturday

Set Work Hours – Full Time 37.5, Part Time – Less than 37.5.

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Work hours to remain the same

Set Pay Periods – Bi-Weekly

Motion by Larry Hartzell 2nd by Rhonda Stitz. Motion carried.

Motion: Pay period to remain the same

Set Vacation – Same as existing per handbook.

Motion by Mark Shellenberger 2nd by Larry Hartzell. Motion carried.

Motion: Vacation to remain as stated in handbook

Health Insurance – None at this time

Delegates to State Convention – Claire Swartz, Rhonda Stitz, Larry Hartzell

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Delegates to Rhonda Stitz, Larry Hartzell & Mark Shellenberger

Voting Delegate –

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Appoint Mark Shellenberger as voting delegate

Set Mileage – (current rate for state \$.56)

Motion by Mark Shellenberger 2nd by Larry Hartzell. Motion carried.

Motion: Set 2024 mile reimbursement at \$.56)

Treasurers Bond - \$250,000.00

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Treasurer bond to remain same.

Recommend pay to Board of Auditors for Supervisors employed by Township – (\$19.50) (\$16.00)

Motion by Rhonda Stitz 2nd by Mark Shellenberger. Motion carried.

Motion: Recommend \$.50 per hour increase.

2024 Meetings – 2nd Tuesday of each month

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: 2024 meeting to be held on the 2nd Tuesday of each month at 7pm.

Authorize to bid for Fuel and Hauling – Advertise

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Authorize the bidding for fuel do not bid for Hauling as it is not needed

Tax Collector Wages – No Action

2024 Meetings for Planning Commission – Thursday prior to Twp meeting 7:00 pm

Motion by Larry Hartzell 2nd by Rhonda Stitz. Motion carried.

Motion: Planning Committee meetings to be held as needed on the Thursday prior to Monthly supervisors meeting at 7:00 pm

2024 Municipal Authority Meeting – meetings held as needed.

Motion by Larry Hartzell 2nd by Rhonda Stitz. Motion carried.

Motion: Municipal Authority Meeting to be held as needed on the 2nd Tuesday at 6:00pm

Purchase of Generator –

Motion by Mark Shellenberger 2nd by Larry Hartzell. Motion carried.

Motion: Purchase generator from Steve Shrawder to be installed by same.

Advertise intent to hire CPA for 2023 Audit

Motion by Rhonda Stitz 2nd by Larry Hartzell. Motion carried.

Motion: Advertise intent to hire CPA to complete the 2023 township audit.

Heather Mausteller – Encouraged everyone to review the solar panel presentation on the MASD website. There is an email address for all questions and concerns.

With no further business a motion was made by Rhonda Stitz and 2nd by Larry Hartzell to adjourn. Motion carried. Adjournment 7:35pm

Respectfully Submitted,

Beverly Lutcavage
Secretary-Treasurer