

**Brady Township**  
Board of Supervisors  
141 West Liberty Road  
Slippery Rock Pa 16057

**Organizational Meeting Agenda**  
**January 3, 2023**  
**1:00 PM**

1. Outgoing chairperson calls meeting to Order.
2. Pledge of Allegiance and moment of silence
3. Roll Call.
4. Outgoing chairperson calls for a motion to appoint a *temporary* chairperson.
5. Temporary chairperson calls for a motion appointing the 2023 chairperson.
6. Temporary Chairperson turns meeting over to newly appointed chairperson.
7. Newly appointed chairperson calls for a motion to appoint the 2023 vice chairperson.
8. Public Comment.
9. Administrative Appointments: Appoint
  - a. Roadmaster
  - b. Secretary/Treasurer
  - c. Authorized contact for the Earned Income Tax Collector and Berkheimer Tax Associates
  - d. Floodplain administrator
  - e. Right-to Know officer
  - f. Administrative Officer for PA Unemployment Compensation
  - g. Sewage enforcement officer (*currently Doug Duncan*)
  - h. Alternate sewage enforcement officer (*currently Collin Fantasky*)
  - i. Code enforcement officer (*currently Jeff Richardson, Richardson Inspection Services*)
  - j. Zoning officer (*currently Jeff Richardson, Richardson Inspection Services*)
  - k. Stormwater management coordinator (*currently Jeff Richardson, Richardson Inspection Services*)
10. Boards, Commissions and Committee Appointments: Appoint by Resolution 2023-1
  - a. Zoning Hearing Board member three-year term
  - b. Planning Commission Board member for four-year term.
  - c. Chairman of the Board of Vacancies
  - d. Agricultural Security Area Advisory Committee member

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11. Professional Services: Appoint
  - a. Solicitor
  - b. Engineer
  - c. Alternate engineer
  - d. Auditor
  
12. Tax Services: Appoint
  - a. Real estate tax collector
  - b. Deputy real estate tax collector
  - c. Earned income tax collector (*Berkheimer*)
  - d. Per capita tax collector.
  - e. Delinquent real estate tax collector
  - f. Real estate transfer tax collector (*Butler County Recorder of Deeds*)
  - g. Tax collector committee delegate (TCC). (*currently Michelle Thompson*)
  - h. Tax collector committee alternate (TCC) (*currently Helen Staiger*)
  
13. Emergency Services: Appoint
  - a. Emergency services providers (fire and ambulance companies)
  - b. Emergency services coordinator
  - c. Hazardous mitigation coordinator
  
14. Resolutions:
  - a. Adopt 2023 Tax Rate Resolution 2023-2 (setting ALL the 2023 tax rates).
  - b. Adopt 2023 Wage/Salary Resolution 2023-6
  - c. Adopt Resolution 2023-3 regarding payment of select bills outside of the regular monthly meetings.
  - d. Adopt the 2023 Fee Schedule Resolution 2023-4 (incorporates the Sewage Enforcement Officer fees and the Code Enforcement agency fees along with the Township fees).
  - e. Adopt Resolution 2023-5 declaring yearly benefits for the Secretary Treasurer
  
15. Authorizations/Approvals/Motions
  - a. Approve the attendance of the Board of Supervisors and Secretary/Treasurer to the PSATS 2023 Conference from April 23 – April 26, 2023, in Hershey PA and authorize reimbursement of reasonable expenses including travel, mileage, and any other expenses deemed allowable by the Second Class Township Code.
  - b. Appoint voting delegate to the PSATS State Convention
  - c. Appoint depository for Township accounts (*currently First National Bank and Nextier Bank*)
  - d. Approve reimbursement of expenses incurred while attending seminars and training for appointed and elected officials and any other employee the Board of Supervisors chooses.
  - f. Approve the mileage reimbursement rate for 2023 at the current IRS allowance
  - g. Approve the Treasurer's Bond at \$500,000.

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- h. Approve the following exchange rates for other municipalities:
  - i. Truck - \$40.00/hour, operator included
  - ii. Grader - \$40.00/hour, plus hourly rate for operator
  - iii. Mower - \$45.00/hour, operator included
  - iv. Backhoe - \$40.00/hour, operator included
- i. Appoint PA One Call contact currently (*Bob McConnell*)
- j. Appoint PA One Call responder (*currently Michelle Thompson*)
- k. Appoint newspaper of record (for Township advertisements).
- l. Set observed holiday schedule (Federal Holidays to include New Year's Day, Martin Luther King, Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, and Christmas Day. If any of these Holidays should fall on a Saturday or Sunday, the Holiday will be observed on the Friday before or the Monday following the Holiday).

16. Motion to adjourn