

CALL TO ORDER: BY Acting Chair: TIME: 7:00 P. M.

ROLL CALL: John Cypher ____, Lois Rankin ____, Braden Beblo ____, Leo Rosenbauer, Manager ____ and Lois Fennell, Sec/Treas.____.

ANNOUNCEMENT: Executive Sessions:

PUBLIC COMMENT ON THE AGENDA AS PRESENTED:

REORGANIZATION AND APPOINTMENTS FOR 2022:

Motion by _____ to appoint _____ as chairman for 2023. Seconded by _____ . Agreed _____.

Motion by _____ to appoint _____ as vice-chairman for 2023. Seconded by _____ . Agreed _____.

Motion by _____ to re-appoint the following officials for 2023 :
LEO J. ROSENBAUER, III, Township Manager & Open Records (RTK) Officer, Codes Enforcement Officer, & Floodplain Administrator.
LOIS J. FENNELL, Township Sec/Treas. & Planning Commission Clerk & Assistant Open Records (RTK) Officer
CODE.sys CODE CONSULTING, PA UCC Enforcement/Plan Reviewers and Inspectors
DAVE McGUIGAN, Township BCO (Building Code Official) (from CODE.SYS)
DOUG DUNCAN, Primary Sewage Enforcement Officer
PATRICK WEST – 1st Alternate SEO
COLLIN FANTASKEY – 2nd Alternate SEO
SAXONBURG VOLUNTEER FIRE DEPT, Fire Marshall
DILLON, McCANDLESS, KING, COULTER & GRAHAM – Township Attorneys, w/Matt Marshall primary attorney contact (\$170 hr. in 2018; \$175hr. in 2019; \$180 in 2020; \$185 for 2021; \$190 for 2022; \$195 for 2023)
HERBERT, ROWLAND & GRUBIC, INC. (Rob Arnold primary contact) as the Township Engineers.
DENNIS SYBERT, Dog Control Officer
C. J. BURNS as EMC (Emergency Management Coordinator (shared w/Winfield Twp. as in prior years)
*Subject to required training and State/County regulations.
ERIC BUTLER, Assistant EMC

Seconded: _____ Agreed: _____

Motion to approve ‘sharing the same Emergency Management Coordinator’ with Winfield Township as in prior years and to proceed with necessary resolution or ordinance: Second: _____ Agreed: _____

Motion by _____ to appoint Lois Rankin to continue as Jefferson Township representative on the Butler Co. Association of Township Officials Advisory Board for 2023. Seconded by _____. Agreed:

Motion by _____ to appoint Lois J. Fennell as primary delegate and Erma Mowry as alternate delegate to the Butler Co. Tax Collection Committee for 2023. Seconded by _____. Agreed:

Motion by _____ to appoint Evelyn Gross as the vacancy board member for 2023. Seconded by _____. Agreed _____.

Three Planning Commission terms expired 12/31/22. Motion by _____ to re-appoint Evie Gross and Bernie Shulik to the Planning Commission for 2023, 24, 25, & 26 and to appoint _____ for a 4 yr. term (2023, 24, 25, & 26) to replace outgoing member, Kay Foertsch. Seconded by _____ Agreed _____.

Motion by _____ to appoint Merge & Hill,P.C. (Certified Public Accountant(s)) to do the 2022 Audit and e-file to DCED by the April 1, 2023 due date by adoption of Resolution (#499). Seconded by _____. Agreed:_____.

Motion by _____ to appoint TJB Consulting (Tammy Boice) as the webmaster for 2023 for web page updates, revisions & maintenance. Seconded by _____. Agreed:

NOTE: Curtis Heakins, Saxonburg Authority Board – reappointment does not need done until 1/2026 for five- term.

Motion by _____ to appoint a representative to the South.Butler Community Library (since Monica Rummell has resigned) for a three-year term (2023, 24 & 25) **OR** to table appointment until a representative is found. Seconded: _____ Agreed: _____

Motion by _____ to re-appoint Roger Cypher (or appoint _____) as a member-at-large to the Recreation Committee to a new 3-yr. term (2023, 24, & 25) on the Recreation Board.

Motion by _____ to re-appoint Lois Rankin as cleaning person for 2023 (under same conditions as prior years: 4 hours per cleaning at an hourly rate to be determined by the Auditors, but not to exceed \$18.00 per hour. (Cleanings are once per month prior to the regular meetings and two extra cleanings for the spring and fall elections). Seconded by: _____ . Agreed: _____.

Motion by _____ to authorize elected Supervisors to work ‘in the event of an emergency’ as laborer (roadwork) or CDL driver (must be licensed) and be paid at the rate(s) set by the elected Auditors. Seconded by: _____ . Agreed: _____.

Motion by _____ to re-appoint Keith Bachman, Kevin Miller, and Clinton Bonetti to the Building Code Board of Appeals for 2023. Seconded by _____. Agreed: _____ **Motion** by _____ to re-appoint Ed Kosinski as ‘alternate’ member IF he agrees to re-appointment. Seconded by _____. Agreed: _____

Motion by _____ to allow all three supervisors, the manager and the secretary/treasurer to attend the state convention in 2023 and pay the usual expenses, i.e. registration, mileage, meals, turnpike fees, and motel/hotel expenses. (So far _____ plan(s) to attend.) Seconded by _____ . Agreed _____.

Motion by _____ to appoint the voting delegate for (or to table the appointment of the voting delegate until it is determined *who or if anyone* will actually be attending) the state convention. (Voting delegate limited to Supervisor or Sec/Treas. or Manager.) Seconded by _____. Agreed _____.

Motion by _____ to keep the township depository at First Commonwealth Bank for checking accounts and some escrow CD’s, Nextier Bank (currently one small CD/Concordia sewage escrow) **and** Pa. Local Government Investment Trust(PLGIT) (currently for savings) for 2023. Seconded by _____. Agreed _____.

Motion by _____ to set the mileage reimbursement rate for 2023 at the going IRS rate (which is supposed to be around \$.58 (58 cents) per mile. (Was \$.56 in 2014; \$.575 in 2015; \$.54 in 2016; \$.535 in 2017; \$.545 in 2018; \$.58 in 2019; \$.575 in 2020; \$.56 in 2021; \$.585 at 1/1/22 and changed in July to \$.645 Seconded by _____ . Agreed _____.

Motion by _____ to set the treasurer’s bond at _____ for the sec/treas. And _____ for the manager in 2023. Seconded by _____. Agreed _____. Note: Manager’s Bond renewed for one-year at \$750,000.00 in Aug. 2022. \$800,000.00 bond renewal and invoice were received from C.W. Howard Agency for Lois Fennell for the 1/1/23-1/1/24 policy. Board okayed at the 11/14/22 meeting.

MONTHLY MEETINGS:

Motion by _____ to set the monthly meetings for 2023 on the 2ND MONDAY of each month at 7:00 P.M. (or _____ if changing it) (except January). Seconded by _____. Agreed _____.

SALARIES/FEES/RAISES:

The 2023 permit fees and the wage and benefit list for all full-time and part-time employees (elected and appointed) will be included in the minute book for **Jan. 3, 2023**. The road crew’s wages and benefits are subject to the union contract. **Motion** by _____ to set the Sec/Treas. salary at \$25,248.60 – hours remain at 22 ½ per week. Second: _____ Agreed: _____

MISC. BUSINESS (under reorg. part of the meeting):

Motion by _____ to adopt **Resolution #500** to set the Manager's salary for 2023 at \$66,000.00.
Seconded by _____ Agreed: _____.

Set a wage or salary for a Code Enforcement Officer Assistant position being considered - **Motion:** _____
Second: _____ Agreed: _____
Any other wages to be set?

CURRENTLY E & E AUTO SALVAGE DOES NOT HAVE A LICENSE!

Motion by _____ to waive the administrative fees for E & E Auto Salvage's (Weber's Scrap Yard) 'junkyard permit' (because they are a junkyard grandfathered for size; they have less than 5 acres) for the permit period 7/1/23 to 6/30/24. The renewal fee of \$200.00 is still required annually **SUBJECT TO COMPLETE COMPLIANCE to CHAPER 13 of the JEFFERSON TOWNSHIP CODE of ORDINANCES.** Seconded by _____. Agreed _____. No annual fee will be collected UNTIL THEY ARE IN COMPLIANCE.

END Jan. 3, 2023 RE-ORGANIZATION and begin /REGULAR MEETING Time:_____

MINUTES:

Motion to approve the Dec. 12, 2022 regular meeting minutes as written and distributed:
Second: _____ Agreed: _____

FINANCIAL: Present: List of bills paid between prior meeting and current meeting.
Present: List of Gen. Fund bills for payment this evening.
Present: List of State Fund bills for payment this evening.
Balance of ALL funds after payment of the bills presented this evening
does not include Dec. 2022 interest.
Motion to pay the bills presented and any others that come and are due prior to the February meeting (due to the early date of this meeting, there will be several outstanding bills.)
Second: _____ Agreed: _____

PUBLIC BUSINESS OR COMMENT:

ROAD REPORT:

Tree Trimming – Marwood, Heller, Dreher and Becker Roads – was quoted under 'formal quote limit', therefore scheduled for completion the end of March.

RECREATION BOARD REPORT: No January meeting - next meeting Feb. 1, 2023 8 PM

PLANNING COMMISSION: Dec. 19th meeting

UNFINISHED BUSINESS:

NEW BUSINESS:

Revised PROFESSIONAL SERVICES FEE Resolution #502 – Motion:

Revised SEWAGE FEE Resolution #501 – Motion to adopt: _____ Second: _____ Agreed:

NEW BUSINESS, cont.:

Revised general "FEE RESOLUTION" #503 – Various revisions plus adds references to revised Professional Fee Res. #____ above and revised Sewage Fee Res. #500. Motion:

Second: Agreed:

RESOLUTION #504 – authorizing resolution for the Butler County Coronavirus Local Fiscal Recovery Funds (CLFRF) grant awarded to Jefferson Township for \$216,688.00 for ‘Janice Lane & O’Hara Road Stormwater Improvements Project. Motion: Second: Agreed:

Delinquent Per Capita list from 2022 - authorize list to be sent to Sharp Collections, *when received* from the tax collector. Motion: Second: Agreed:

MISC. BUSINESS FROM TWP. OFFICIALS:

ADJOURN: Motion by: Second: Agreed: Time:

ATTENDANCE:

NEXT MEETING: Regular meeting - Monday, Feb. 13, 2023 at 7 P.M. at the municipal building.