

Minutes of the Re-Organization Meeting

January 6, 2025

Supervisor White called the Reorganization Meeting of the Eaton Township Board of Supervisors to order at 6:00 PM.

Jennifer Harvey was appointed as temporary secretary.

Kenneth White was appointed as temporary Chairman. He led those in attendance in the Pledge of Allegiance to the Flag.

Present were: Supervisors Jim Greenley, Bob Pitcavage and Kenny White; Township Secretary Jennifer Harvey, Treasurer Diana Patton and Zoning Officer Chad Patton.

On a motion by Bob Pitcavage, second by Jim Greenley, Kenny White was elected Chairman of the Board for 2025. Motion carried.

On a motion by Kenny White and second by Jim Greenley, Bob Pitcavage was elected Vice-Chairman of the Board for 2025. Motion carried.

On a motion by Kenny White and a second by Bob Pitcavage, Jennifer Harvey was appointed Secretary. Motion Carried.

Motion by Kenny White and a second by Bob Pitcavage that Secretary Jennifer Harvey pay be as budgeted, including a 3 % raise and \$35 per meeting.

Motion by Kenny White and a second by Bob Pitcavage, Diana Patton, was appointed Treasurer, with pay as contracted. Motion Carried.

On a motion by Kenny White and a second by Bob Pitcavage that Jennifer Harvey be appointed CAO of the Pension plan, TCC representative, and Open Records Officer. Motion carried.

On a motion by Kenny White and a second by Bob Pitcavage that wages and important bills be paid between meetings, all bank accounts remain the same, and that one Supervisor and the Treasurer's signature be required for all checks.

Depository for funds shall remain PS Bank on a motion Kenny White and second by Bob Pitcavage.

On a motion by Kenny White and a second by Bob Pitcavage that the Rate of Mileage reimbursement for Personal Vehicle Use will be whatever rate is set by the IRS, currently \$.70/mile. Motion carried.

On a motion by Kenny White and second by Bob Pitcavage: Kenny White, Bob Pitcavage, Diana Patton and were approved as delegates to the State Convention, with Kenny as the designated Voting Delegate at the State Convention. Pay shall be \$50/ day plus expenses. Motion carried.

Motion by Bob Pitcavage and second by Jim Greenley that Elected Officials and the Secretary be paid their regular wage while attending meetings & seminars and be reimbursed for meals and mileage when attending seminars and the State Convention and be paid mileage and expenses for attending each County Convention.

Motion by Jim Greenley and second by Bob Pitcavage to appoint the following individuals to the following Boards:

- Vacancy Board: Chad Patton
- Planning Commission: Walt Dana, Ethan Greenley, Andrew Franko and Charlie Gay
- Zoning Hearing Board: John Yablonski, Bill Faux and Jack Crary

Motion by Kenny White and second by Bob Pitcavage, Bob Sheils was appointed as Township Solicitor. Motion carried.

La Bella Associates was appointed Engineer at this time.

Motion by Kenny White, second by Bob Pitcavage for the following:

- Chad Patton will be Pre-Construction, Sign Permit, Code Enforcement Officer and Floodplain Manager. Chad's wage will be as contracted.
- alternate Pre-Construction, Sign Permit, Code Enforcement Officer will be Milnes Engineering.
- Bureau Veritas will be the townships third-party Building Inspection Agency.
- SEO will be KBA Engineering. Their fees will be as individually contracted.
- Review of Township Fee Schedule- any changes will be made by Resolution next month; KBA will remain the same for SEO fees.

Motion by Bob Pitcavage and a second by Jim Greenley that all Supervisors be classified as working supervisors. Motion carried.

Kenny White appointed as Roadmaster with Bob Pitcavage as Assistant Roadmaster. They will receive an additional \$1 per hour when working as Roadmaster. Motion by Ken White and second by Bob Pitcavage that EMA Coordinator for the township will be appointed with a pay rate of \$20/hr. Motion carried.

Motion by Ken White and second by JimGreenley to set the pay for the Elected and Appointed Auditors as the Code Book allows at \$10 per hour plus mileage.

The elected auditor is Evelyn Dana, and the appointed auditor is Theresa Rule.

The wages and benefits for employees for 2025 were discussed. Motion by Bob Pitcavage and a second by Jim Greenley- are approved as per the budget, with a 3 % increase and paid holidays will be a half day Christmas Eve and full day New Year's Day, if working on that day and weather allowing.

Motion by Bob Pitcavage and a second by Jim Greenley to set the Regular Monthly Meetings the 1st Tuesday of each month at 7 p.m. for the calendar year 2025. The tentative date for Clean-up Day will be June 7, 2024 with a change in time from 8-12. Motion carried.

Motion by Kenny White and a second by Bob Pitcavage to adopt Resolution 2025-01 to appoint a CPA to do the Audit for the fiscal year 2024 and to appoint Ginader, Jones & Co, LLC to do the audit. Motion carried.

The treasurer's bond is established at \$500,000.

Millage Certificate was signed in December.

Zoning Hearing Board meetings commence January 21 at 7and Planning Commission reorganization will be January 27, 2025.

There being no other business, meeting was adjourned at 6:29 PM on a motion by Ken White and second by Bob Pitcavage.

Respectfully Submitted,

Jennifer Harvey, Secretary