

# Minutes of the Re-Organization Meeting

January 2, 2024

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 visitors Lori Bennet and Marne Greenley.

On a motion by Bob Pitcavage, second by Jim Greenley, Kenny White was elected Chairman of the Board for 2024. Motion carried.

On a motion by Kenny White and second by Jim Greenley, Bob Pitcavage was elected Vice-Chairman of the Board for 2024. Motion carried.

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

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

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

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

On a motion by Bob Pitcavage and a second by Jim Greenley that wages and important bill 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 Bob Pitcavage and second by Jim Greenley.

On a motion by Bob Pitcavage and a second by Jim Greenley that the Rate of Mileage reimbursement for Personal Vehicle Use will be whatever rate is set by the IRS, currently \$ .67/mile. Motion carried.

On a motion by Bob Pitcavage and second by Kenny White: Jim Greenley, Bob Pitcavage, Diana Patton and Chad Patton were approved as delegates to the State Convention, with Bob as the designated Voting Delegate at the State Convention. 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 Bob Pitcavage and second by Jim Greenley to appoint the following individuals to the following Boards:

Vacancy Board:	Tom Kukuchka
Planning Commission:	reappoint Andrew Franko
Zoning Hearing Board:	reappoint John Yablonski,

Motion by Bob Pitcavage and second by Jim Greenley, Bob Sheils was appointed as Township Solicitor. Motion carried.

John Spencer was appointed Engineer at this time.

Motion by Kenny White that that Chad Patton will be Pre-Construction, Sign Permit, Code Enforcement Officer and Floodplain Manager. Chad's wage will be as contracted. Second by Bob Pitcavage.

Bureau Veritas will be the townships third-party Building Inspection Agency. Motion by Bob Pitcavage and second by Jim Greenley

Motion by Bob Pitcavage that SEO will be KBA Engineering. Their fees will be as individually contracted, second by Jim Greenley.

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

Motion by Bob Pitcavage and a second by Jim Greenley, Kenny White was appointed as Roadmaster and 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 Jim Greenley is appointed as EMA Coordinator for the township. Motion carried.

Motion by Ken White and second by Abe Kukuchka to set the pay for the Elected and Appointed Auditors as the Code Book allows at \$10 per hour plus mileage. Auditors will be appointed at a later date.

The wages and benefits for employees for 2024 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 1<sup>st</sup> Tuesday of each month at 7 p.m. for the calendar year 2023. The tentative date for Clean-up Day will be June 1, 2024. Motion carried.

Motion by Bob Pitcavage and a second by Jim Greenley to adopt Resolution 2024-01 to appoint a CPA to do the Audit for the fiscal year 2023 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 with no changes.

Zoning Hearing Board and Planning Commission reorganization will be January 22, 2024.

There being no other business, meeting was adjourned at 6:22 PM on a motion by Ken White and second by Bob Pitcavage.

Respectfully Submitted,

Jennifer Harvey, Secretary