

# **EATON TOWNSHIP SUPERVISORS**

## **Annual Reorganization Meeting**

**January 5, 2026**

### **Call to Order**

**In attendance were Township Supervisors Jim Greenley, Chad Patton and Bob Pitcavage, Treasurer Diana Patton , Sharon Mattson, Angela Tuttle, Josh Butler, and Jason Racht**

**Mr. Patton called the meeting to order by asking the group to participate in the Pledge of Allegiance.**

**Mr. Patton made the motion to appoint Sharon Mattson as temporary Township Secretary, Mr. Pitcavage seconded the motion. With no opposition – motion carried. Mr. Pitcavage made the motion to appoint Mr. Patton to the Temporary Chairman of Eaton Township position, Mr. Greenley seconded. With no opposition, the motion carried. Mr. Pitcavage made the motion to appoint Mr. Patton to Chairman, Mr. Greenley seconded, with no opposition, the motion carried. Mr. Greenley made the motion to appoint Mr. Pitcavage to the Vice-Chairman position. Mr. Patton seconded, with no opposition, the motion carried. Mr. Patton made the motion to appoint Jim Greenley for the Road Master position. The motion was seconded by Mr. Pitcavage, with no opposition, motion carried. Mr. Greenley made the motion to appoint Josh Butler to the position of Assistant Road Master. Mr. Patton seconded, with no opposition, motion carried. Mr. Patton made the motion to hire Sharon Mattson as the Township Secretary; motion was seconded by Mr. Pitcavage. With no opposition, the motion carried. Mr. Pitcavage made the motion to appoint Diana Patton as Treasurer, Mr. Greenley seconded the motion, with no opposition - motion carried. Mr. Pitcavage made the motion to appoint Diana Patton as the CAO of the Pension Plan, Mr. Greenley seconded the motion. With no opposition, the motion carried. Mr. Pitcavage made the motion to appoint Ms. Mattson as the TCC representative, Open Records Officer, Mr. Greenley seconded. With no opposition, the motion carried. Mr., Patton made the motion to appoint Angela Tuttle to the position of Pre-Construction / Sign Permit and Code Enforcement Officer. Mr. Pitcavage seconded the motion. With no opposition, motion carried. Mr. Patton made the motion to appoint Jason Racht as a full-time road worker. Mr. Pitcavage seconded the motion with no opposition – motion carried.**

**Mr. Greenley made the motion to appoint Gary Race, Chris Ritz, Angie Tuttle and Josh Butler as part-time road workers. Mr. Patton seconded this motion. With no opposition – motion carried. Mr. Patton made the motion to appoint Bob Sheils as Township Solicitor. Mr. Pitcavage seconded the motion. With no opposition – motion carried. Mr. Patton made the motion to appoint Milnes Engineering as Township Engineer as needed. Mr. Pitcavage seconded the motion. With no opposition – motion carried. Mr. Patton made the motion to appoint Bureau Veritas as the Third-Party Billing Code Inspection Agency. Mr. Pitcavage seconded the motion. With no opposition, the motion carried. Mr. Patton made the motion to appoint JHL as Sewer Enforcement Officer. Mr. Pitcavage seconded the motion. With no opposition, motion carried. Mr. Pitcavage made the motion to appoint Dave Lameroux as Alternate Sewer Enforcement Officer. Mr. Patton Seconded the motion. With no opposition, the motion carried. Mr. Patton made the motion to appoint Angela Tuttle to the position of EMA Coordinator. Mr. Greenley seconded the motion. With no opposition, the motion carried. Mr. Patton made the motion to appoint Susan Smith as Back-up Secretary. Mr. Pitcavage seconded the motion. With no opposition, motion carried. Mr. Patton made the motion to appoint Susan Smith as Back-up Treasurer. Mr. Greenley seconded the motion. With no opposition, the motion carried. Mr. Patton made the motion to appoint Lindy LaRue of Milnes Engineering as Back-up Pre-Construction/Sign Permit & Code Enforcement Officer. Mr. Pitcavage seconded the motion. With no opposition, the motion carried. Mr. Patton made the motion to appoint Evelyn Dana, Theresa Rule and Patricia Whipple as Auditors. Mr. Pitcavage seconded the motion with no opposition – motion carried. Mr. Patton made the motion to maintain treasurer’s bond at \$500,000. Mr. Pitcavage seconded the motion. With no opposition, motion carried. Mr. Pitcavage made a motion to pay The Treasurer’s salary of \$12,000 annually Mr. Greenley seconded the motion. With no opposition, motion carried. Mr. Patton made the motion to start Ms. Mattson at \$16.00/hour with a 90-day performance review and a flat rate of \$35.00 per meeting. Mr. Pitcavage seconded the motion. With no opposition, motion carried. Mr. Patton made the motion that the Assistant Road Master Pay be listed at \$30.00/hr. Mr. Greenley seconded the motion. With no opposition, motion carried. Mr. Patton made a motion to increase the Full-time Road worker pay to \$22.00/hr with medical benefits. Mr. Greenley seconded the motion. With no opposition, motion carried. Mr. Patton made a motion to pay part time road workers \$20.00/hr. Mr. Pitcavage seconded the motion. With no opposition, motion carried. Mr. Patton made the motion to pay \$30.00 per hour for the Pre-Construction, Demo, Sign Permit & Code Enforcement**

**Officer. Mr. Greenley seconded the motion. With no opposition, motion carried. Mr. Patton made a motion to pay the EMA coordinator \$25.00 hr. Mr. Pitcavage seconded the motion with no opposition – motion carried. Mr. Patton made the motion to pay the Appointed Auditors the amount determined by the State, plus mileage. Mr. Pitcavage seconded the motion. With no opposition, motion carried. Mr. Patton made the motion to recognize all Supervisors as working supervisors. Mr. Pitcavage seconded the motion. With no opposition, motion carried. Mr. Greenley made the motion to accept the rate established by the IRS for personal vehicle use (72.5/mile). Mr. Pitcavage seconded the motion. With no opposition, motion carried. After review of Township Fee Schedule and SEO fees, Mr. Patton made the motion to approve the schedules with Mr. Greenley seconding the motion. No opposition – motion carried. Mr. Patton made the motion to review and approve PSATS membership fees. Mr. Pitcavage seconded the motion. With no opposition, motion carried. Mr. Pitcavage made the motion to appoint Chad Patton and Dianna Patton as delegates to attend the upcoming State Convention. Mr. Greenley approved the motion. With no opposition, motion carried. Mr. Pitcavage made the motion that delegates to the convention will receive \$50/day plus hotel expenses while attending the State Convention. Mr. Greenley seconded the motion. With no opposition, motion carried. Mr. Patton made the motion to accept the Holiday Schedule (New Year’s Day, Memorial Day, Labor Day, Thanksgiving Day, Christmas Day and New Year’s Day). Mr. Pitcavage second the motion. With no opposition, motion carried. Mr. Patton made a motion to schedule the annual clean-up day for June 6, 2026 from 8:00 a.m. to noon. Mr. Pitcavage seconded the motion. With no opposition, motion carried. Regular monthly meetings will be scheduled for the first Tuesday of each month at 7:00 p.m. Mr. Patton made the motion to accept this schedule. Mr. Greenley seconded the motion. With no opposition, motion carried. Mr. Patton made the motion to select Peoples State Bank for the deposit of Township funds. Mr. Pitcavage seconded the motion. With no opposition, motion carried. Mr. Patton made the motion that wages and important bills to be paid between meetings, all bank accounts remain the same. Mr. Greenley seconded the motion. With no opposition, motion carried.**

**Mr. Pitcavage made the motion that one supervisor and the treasurer’s signature are required on all checks – If Mr. Patton or Mrs. Patton is receiving the check, it is necessary that a different supervisor other than Mr. Patton sign the check. Mr. Greenley seconded the motion. With no opposition, motion carried. Mr. Patton made the motion to appoint the following (3) individuals to**

serve as the Zoning Hearing Board: Bill Fox, Jack Crary, Kelly Kozlansky. and Walt Dana, Charlie Gay, Ethan Greenley and Andrew Franco to the Planning Commission Board: Mr. Pitcavage seconded the motion. With no opposition, motion carried. The Zoning Hearing Board reorganization meeting is set for January 14<sup>th</sup> at 6:30 p.m. and the Planning Commission reorganization on January 27<sup>th</sup> at 7:00 p.m. with meetings scheduled quarterly April 27, July 27, October 26 at 7:00 p.m.

There were no concerns brought to the meeting from Township residents.

Mr. Patton made the motion to adjourn the meeting. The motion was seconded by Mr., Pitcavage. No opposition, motion carried. Meeting adjourned at 6:38 p.m.

Recorded and submitted by:

Sharon Mattson  
Township Secretary