



FORWARD TOWNSHIP  
BOARD OF SUPERVISORS  
Reorganization Meeting  
January 3, 2017  
7:00 PM

PRESENT:

Jay Rape, Chairman  
Charles Behm, Roadmaster

Rodger Lees, Supervisor  
Tom May, Solicitor

VISTORS:

Melvin Muslin, Resident

CALL MEETING TO ORDER:

2016 Chairperson Mary McElhinny called the meeting to order and requested all to stand for the Pledge of Allegiance to the Flag.

PUBLIC COMMENT:

- Mr. Muslin asked if the new building construction was advertised? The Supervisors replied that it was and awarded in December
- *Mary McElhinny moved to appoint Tom May, Solicitor as pro-tempore Chairman. Jay Rape second the motion, motion passed.*
- Solicitor May called for nominations for Chairman of the Board of Supervisors. *Mary McElhinny moved that Jay Rape be Chairman for the year 2017. Rodger Lees second the motion, motion passed.*
- *Chairman Rape moved that Mary McElhinny be Vice-Chairman for 2017. Rodger Lees second the motion, motion passed.*
- *Rodger Lees moved that Bette Spithaler be Recording Secretary for 2017. Mary McElhinny second the motion, motion passed.*
- *Rodger Lees moved that Roland Herb be appointed Vacancy Board Chairman for 2017. Mary McElhinny second the motion, motion passed.*
- *Mary McElhinny moved that Bette Spithaler be appointed Secretary/Treasurer for 2017 and that the Treasurer bond be set at 1.4 million. Rodger Lees second the motion, motion passed.*
- *Rodger Lees moved that Charles Behm be appointed Roadmaster for 2017. Mary McElhinny second the motion, motion passed.*
- *Rodger Lees moved that Brian Miller and Philip Chips be appointed as Code Enforcement Officers for 2017. Mary McElhinny second the motion, motion passed.*
- *Rodger Lees moved that Tom Pferdehirt and Tom Zoelle be acknowledge as members of the Planning Commission with term to expire in 2021. Mary McElhinny seconds the motion*
- *Mary McElhinny moved to acknowledge Tim Rape as Emergency Management Coordinator and Jim Rape as Alternate Emergency Management Coordinator for Forward Township and*

*to authorize any necessary expenses incurred by these officials in these position be reimbursed by the Township. Rodger lees second the motion, motion passed.*

- *Jay Rape moved to appoint Mary McElhinny as representative to the Butler County Council of Government for 2017. Rodger Lees second the motion, motion passed.*
- *Mary McElhinny moved to appoint Bette Spithaler as Open Records Officer for Right to Know. Rodger Lees second the motion, motion passed.*
- *Mary McElhinny moved to appoint Jay Rape as Forward Township representative to the Butler County Tax Collection Commission. Rodger Lees second the motion, motion passed.*
- *Jay Rape moved to approve Township Office hours 8:00AM to 4:00PM Monday through Friday. Mary McElhinny second the motion, motion passed.*
- *Rodger Lees move to set mileage rate for use of own vehicles on Township Business at the current IRS rate. Mary McElhinny second the motion, motion passed.*
- *Rodger Lees moved to approve NextTier Bank and PLGIT as depositories of the Township’s funds. Mary McElhinny second the motion, motion passed.*
- *Rodger Lees moved that authorized signatures for Township fund checks be any two supervisors and the Township Treasurer. Mary McElhinny second the motion, motion passed.*
- *Mary McElhinny moved that Township Treasurer Bette Spithaler be appointed to make Township Deposits of Township fund receipts. Rodger Lees second the motion.*
- *Mary McElhinny moved to approve Berkheimer Associates as Act 50 tax hearing officer. Rodger Lees second the motion, motion passed*
- *Jay Rape moved that Mary McElhinny be representative to the BCATO advisory board. Rodger Lees second the motion passed.*
- Jay Rape and Rodger Lees reported that they have been contacting various lending options for the proposed Township Building.
- The Board of Supervisors moved to Executive Session to discuss payroll and other confidential items.

Meeting recessed at \_\_\_\_\_

Meeting reconvened at 8:40PM

- *Rodger Lees moved that the Board of Supervisors set the following pay rates for 2017. Mary McElhinny second the motion, motion passed.*  
     Bette Spithaler - \$18.00/hr.  
     Randy Schuler - \$17.25/hr.  
     Philip Chips - \$19.00/hr.  
     Karl Kellar - \$18,75/hr.  
     Charles Behm – 25.00/hr.  
     Brian Miller and Lindsay Everett same as 2016
- *Rodger Lees moved to appoint Arcadis as Township Engineers as their 2017 schedule fee rate with the right to terminate at will if needed. Mary McElhinny second the motion, motion passed.*
- *Mary McElhinny moved to adjourn the meeting. Rodger second the motion, motion passed. Meeting adjourned at 8:46PM.*

Next Board of Supervisors meeting January 10, 2017 7:00PM

Respectfully submitted,  
Forward Township Board of Supervisors