

PRESENT:

Jay Rape, Chairman
Mark Wilson, Supervisor
Tom May, Solicitor
Bette Spithaler, Secretary
Brian Miller, CEO

Mel Musulin, Vice Chairman
Lindsey Everett, Secretary
Donna Behm, Auditor
Charles Behm, Roadmaster

VISITORS:

NA

CALL MEETING TO ORDER:

Chairman Rape called the public meeting to order & welcomed everyone at 7:00 PM.

- Appoint Chairperson Pro-tempore.

Vice Chairman Musulin made a motion to appoint Tom May as Pro-tempore. Supervisor Wilson seconded the motion, motion passed unanimously.

All stood for the Pledge of Allegiance to the Flag at the Forward Township Municipal Building located at 207 Ash Stop Road, Evans City, Pennsylvania.

APPOINTMENTS:

Board of Supervisors

- Appointment of Board Chairperson.

Vice Chairman Musulin made a motion to nominate Jay Rape as Chairman of the Board. Supervisor Wilson seconded the motion, motion passed unanimously.

Vice Chairman Musulin made a motion to close nominations for Chairperson. Supervisor Wilson seconded the motion, motion passed unanimously.

Vice Chairman Musulin made a motion to appoint Jay Rape as Chairman of the Board. Supervisor Wilson seconded the motion, motion passed unanimously.

- Appointment of Board Vice Chairperson.

Supervisor Wilson made a motion to nominate Mel Musulin as Vice Chairperson of the Board. Chairman Rape seconded the motion, motion passed unanimously.

Supervisor Wilson made a motion to close nominations for Vice Chairperson. Chairman Rape seconded the motion, motion passed unanimously.

Supervisor Wilson made a motion to appoint Mel Musulin as Vice Chairperson of the Board. Chairman Rape seconded the motion, motion passed unanimously.

- Appointment of Vacancy Board Chairperson

Vice Chairman Musulin made a motion to appoint Jim Rape as Vacancy Board Chairperson. Supervisor Wilson seconded the motion, motion passed unanimously.

Administration

- Appoint Township Secretary/Treasurer and set wage rate and benefits for 2020.

Vice Chairman Musulin made a motion to appoint Lindsey Everett as Secretary/Treasurer and increasing pay by 2%. Supervisor Wilson seconded the motion, motion passed unanimously.

- Appoint Township Assistant Secretary/Treasurer and set wage rate and benefits for 2020.

Vice Chairman Musulin made a motion to appoint Bette Spithaler as Assistant Secretary/Treasurer and increasing pay by 2%. Supervisor Wilson seconded the motion, motion passed unanimously.

- Set and approve payment for Secretary/Treasurer bond in the amount of (\$_____).

Vice Chairman Musulin made a motion to bond both secretaries at \$1.3 million. Supervisor Wilson seconded the motion, motion passed unanimously.

- Appoint Township Roadmaster and set wage for 2020.

Vice Chairman Musulin made a motion to appoint Charles Behm as Roadmaster and increasing pay by 2%. Supervisor Wilson seconded the motion, motion passed unanimously.

- Appoint Code Enforcement Officer and set wage for 2020.

Vice Chairman Musulin made a motion to appoint Brian Miller as Code Enforcement Officer. Supervisor Wilson seconded the motion, motion passed unanimously.

- Road worker-set wage and benefits for 2020.

Vice Chairman Musulin made a motion to increase pay wages for roadcrew 2%. Supervisor Wilson seconded the motion, motion passed unanimously.

- Seasonal/Temporary Road Crew

Vice Chairman Musulin made a motion to increase Karl Kellar's pay wages for roadcrew to \$20.00/hour. Supervisor Wilson seconded the motion, motion passed unanimously.

- Adopt 2020 Fee Schedule

Vice Chairman Musulin made a motion to approve the 2020 fee schedule. Supervisor Wilson seconded the motion, motion passed unanimously.

Professional

- Select Township Solicitor and agree to contracted fee.

Vice Chairman Musulin made a motion to appoint Tom May with Dillon, McCandless King Coulter & Graham as Township Solicitor. Chairman Rape seconded the motion, motion passed unanimously.

- Select Township Engineer and agree to contracted fee.

Chairman Rape made a motion to appoint Arcadis Engineering & Gannett Fleming as the Township Engineers. Vice Chairman Musulin seconded the motion, motion passed unanimously.

Board Members

- Acknowledge Planning Commission Term as 4 years.
 - Jim Rape
 - Carl Powell
 - Stuart Thompson
 - John McElhinny
 - Shane Rhoades

Vice Chairman Musulin made a motion to appoint all listed above to another 4-year term. Supervisor Wilson seconded the motion, motion passed unanimously.

- Acknowledge Amy Marree, Emergency Management Coordinator (set by State 911), Appoint Alternate Emergency Management Coordinator Scott Marree and Jim Rape and to authorize any necessary expenses incurred by these officials in the performance of these positions.

Vice Chairman Musulin made a motion to acknowledge Amy Marree as EMC. Scott Marree and Jim Rape are to be alternates, and all necessary expenses will be authorized. Supervisor Wilson seconded the motion, motion passed unanimously.

- Appointment of Representative and alternate to Butler County Council of Governments.

Chairman Rape made a motion to appoint Mark Wilson as the Representative to Butler County Council of Governments. Vice Chairman Musulin seconded the motion, motion passed unanimously.

- Appoint Township Open Records Officer.

Chairman Rape made a motion to appoint Lindsey Everett as Township Open Records Officer. Supervisor Wilson seconded the motion, motion passed unanimously.

- Appoint Voting Delegate of PSATS Annual Township Officials Convention in Hershey, PA.

Vice Chairman Musulin made a motion appointing Chairman Rape as voting delegate for the Convention in Hershey, PA. Supervisor Wilson seconded the motion, motion passed unanimously.

- Appoint Representative to the Butler County Tax Collection Commission.

Chairman Rape made a motion to appoint Melvin Musulin as representative to the Butler County Tax Collection Commission. Supervisor Wilson seconded the motion, motion passed unanimously.

- Appoint Represent to the Butler County Township Officials.

Chairman Rape made a motion to appoint Mark Wilson as the representative to the Butler County Township Officials. Vice Chairman Musulin seconded the motion, motion passed unanimously.

- o Sewage Enforcement Officer (SEO) appointment and fee schedule

Vice Chairman Musulin made a motion to appoint Phil Chips as SEO and accept his 2020 fee schedule. The township is to use Doug Duncan as the backup SEO. Supervisor Wilson seconded the motion, motion passed unanimously.

MILEAGE REIMBURSEMENT RATE

- o Approval to set rate according to current published IRS business rate.

Vice Chairman Musulin made a motion to approve the published IRS business rate of \$.58 when an employee has used a personnel vehicle. Supervisor Wilson seconded the motion, motion passed unanimously.

APPOINTMENT OF DEPOSITORIES

- o Approvals of NexTier, PLGIT, and Mars Bank as the official depositories of the Township's public funds.

Vice Chairman Musulin made a motion to approve NexTier, PLGIT, and Mars bank as the official depositories of the Township's public funds. Supervisor Wilson seconded the motion, motion passed unanimously.

APPOINTMENT OF AUTHORIZED SIGNERS

- Chairman
- Vice Chairman
- Supervisor
- Treasurers

Vice Chairman Musulin made a motion authorizing the above signers. Supervisor Wilson seconded the motion, motion passed unanimously.

PUBLIC COMMENT

None

NEXT PUBLIC SUPERVISORS MEETING

January 14, 2020 at 7:00 PM

ADJOURNMENT

Vice Chairman Musulin made a motion to adjourn at 7:22 PM. Supervisor Wilson seconded the motion, motion passed unanimously.

Respectfully Submitted,



Lindsey Everett
Township Secretary