

January 2, 2018

Members of the Board present:

Chairman Vice Chairman Bill Lynn, Supervisors T. S. Scott, John Whelan, Larry Robertson and, Secretary Joe Oberdorf, Water and Sewer Secretary Carolyn Dragano, and Chief Sean McGinley. Also present was Attorned Jon DeWald filling in for Solicitor Ryan Tira and Joe Sylvester, Danville News, Chris Krepich, Press Enterprise, Henry Eyer, Linda Weaver, Sue Kauwell, Bill and Rose Pursel, Leslie Young and Rick Spotts from the East End Fire Company, Linda Rea, Nancy Whelan, Amande Manning and students Ellie Jacks and Zoe Zola.

ALL VOTING WILL BE CONSIDERED UNANIMOUS UNLESS OTHERWISE NOTED.

The Annual Re-Organization Supervisors Meeting was called to order by Vice President Bill Lynn.

The meeting was opened with the Pledge of Allegiance.

Montour County Prothonotary Sue Kauwell swore in East End Fire Chief Leslie Young and Deputy Fire Chief Rick Spotts with the Oath of Office.

Attorney Dewald then asked the Supervisor's for a motion to appoint a Chairman. Scott stated it is an honor and privilege to nominate Bill Lynn as Chairman and this motion was seconded Molly Shultz and passed.

At this point Chairman Lynn asked for motions to appoint a Vice Chairman. John Whelan moved to appoint T.S. Scott as Vice Chairman. Seconded by Larry Robertson and passed.

Motions were made by Scott to re-appoint Ken Houck and the compensation will be discussed later and seconded by Robertson to reappoint Ken Houck as Treasurer. Motions passed.

Scott then made motion to re-appoint Joseph Oberdorf as Township Secretary and Carolyn Dragano as Water and Sewer Secretary. This motion was seconded by Molly Shultz and passed.

Motions were also made by Scott and seconded by Molly Shultz to re-appoint Dean VonBlohn as Zoning Officer. Motions passed.

Scott then made a motion to set the compensation for the Treasurer, Secretary, Water/Sewer Secretary, and the Zoning Officer. Scott noted the average rate increase is 3.5% and he presents for consideration an increase of \$1.00 per hour per hour increase which represents a total of overall increase of at an annual figure of \$3,120.00 with no benefits. Scott also noted the Zoning Officer Wages \$1,040.00 for 2018 are paid from the Uniform Construction Code Permit Funds. This motion was seconded by Robertson.

Scott moved that Attorney Ryan Tira as the Mahoning Township Solicitor and Melissa Kelso as Labor Attorney and their companies be re-appointed to their current positions. Whelan seconded motion.

Scott moved to appointment of Andrew Barton as Mahoning Township Engineer and Dave Walters of Larson Design Group as the Water and Sewer Engineers at their current rates. Whelan seconded.

Scott then made motions to appoint Gene Powlus as the Sewage Enforcement Officer and Chris Bower as the SEO backup and the rate schedule attached was also approved. The motion was seconded by Shultz.

The supervisors then re-appointed Dr. Kenneth Heise to be the Health Officer and Ken Houck as the Right to Know Officer after motions by Robertson and Scott.

Scott asked for the Supervisors that would be willing to serve as "Roadmasters". Scott excused himself from this position and Robertson also did not want to serve in this capacity. Whelan, Shultz, and Lynn affirmed their interest in serving as "Roadmasters". Scott then moved to appoint Lynn, Whelan, and Shultz as "Roadmasters" at the rate set by the Board of Auditors. Robertson seconded. Motions passed.

Scott made a motion to re-appoint Ryan Troup to the Vacancy Board and this motion was seconded by Shultz. Motions passed.

Scott noted the Planning Commission and Zoning Hearing Board was addressed at last month's meeting. Scott noted the times and dates of the meetings.

The supervisors approved the re-appointment of Service First as Depository and the auditing firm of Wagner, Dreese, Elsasser & Associates, P.C. per their contract.

Scott moved to appoint Chairman Lynn be as the Earned Income Tax Mahoning Township Representative and Molly Shultz as a secondary representative. Seconded by Whelan.

Scott also moved that all employees use township vehicles for township business. Seconded Robertson.

Scott reported that any exception to the vehicle policy must be authorized by the Supervisors and the rate of reimbursement will be at the IRS rate. Shultz seconded.

Scott reminded that all supervisors are to serve on all committees.

Scott moved to continue with the Treasurer's \$1,000,000 Bond. Second by Robertson.

Scott also noted the new 2018 Supervisors Meetings will be held on the 2<sup>nd</sup> Monday and 4<sup>th</sup> Monday of each month and both will be "voting" meetings and these dates were advertised. Mahoning Municipal Building at 5:30 p.m. Seconded by Shultz.

Scott also reported that Employee Wages for the Police and Street Departments are set by contracts which include holidays and benefits.

Scott noted that Supervisor Shultz volunteered to be the Delegate for the State Convention. This was second by Whelan.

## **MAHONING TOWNSHIP SUPERVISORS RE-ORGANIZATION OF 2018**

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### **SECTION #1**

Date: \_\_\_\_\_ January 2, 2018

Time: \_\_\_\_\_ 5:30 PM

Place: \_\_\_\_\_ Mahoning Township Building

Roll Call \_\_\_\_\_

Temporary Chairman: Attorney Jon DeWald of McNerney, Page, Vanderlin & Hall

Permanent Chairman: \_\_\_\_\_

Vice Chairman: \_\_\_\_\_

Treasurer: \_\_\_\_\_ Re-appoint Ken Houck

Secretaries: Township Secretary Re -appoint Joe Oberdorf, & Carolyn Dragano W&S

Zoning Officer: \_\_\_\_\_ Re-appoint Dean VonBlohn

Set Compensation:

Solicitor Ryan Tira, of McNerney-Page-Vanderlin & Hall Rate per contract

Labor Attorney Melissa Kelso Rate per contract

Engineer LIVIC-Civil Engineering -Larson Design Group, Inc. Water and Sewer Engineering

Sewage Enforcement Officer \_\_\_\_\_ Gene Powlus & Rate Schedule

Sewage Enforcement Back Up Officer \_\_\_\_\_ Chris Boyer

Health Officer Dr. Ken Heise  
Assistant Health Officer To be determined  
Right to Know Officer Re-appoint Ken Houck  
Vacancy Board: Ryan Troup

**SECTION #2**

Emergency Management Director To be determined

Planning Commission Re: Appoint (See Member list attached)

Planning Commission meets the first Monday of each month beginning at 5:30 pm unless a holiday falls on the Monday, then the meeting will be on Tuesday.

Zoning Hearing Board Re: Appoint the Zoning Hearing Board & Appeals Board

(See Member list ) Meetings are held as needed.

Depository:- - - - - - "Service First Credit Union"- - - - -

Auditor firm for 2018 Wagner, Dreese, Elsasser & Associates, P.C.

Wages: Supervisors/ Benefits: Per Pennsylvania Regulations for 2<sup>nd</sup> Class Township

Wages: Street Department Set by Contract

Local Tax Collector Danville Area Earned Income Tax Office

Local Earned Income Tax Representative for Mahoning Township Supervisors Bill Lynn

Personal Vehicle Mileage: Must use municipal vehicle

Personal Vehicle Mileage: Exception must be authorized by supervisors at .57cents per mile

Affirmation of any Road masters Sultz, Whelan and Lynn (3 ) Supervisors

Committees: All five supervisors

Treasurer's Bond Limit: \$1,000,000.00

Monthly Meetings: **Second and Fourth Monday of each month. 5:30 PM both voting meetings**

Location: 849 Bloom Road, Municipal Building \_\_\_\_\_

Times of meetings 5:30 PM \_\_\_\_\_

Delegate for State Convention: None \_\_\_\_\_

Employee Holidays: Set by contract \_\_\_\_\_

All motions were unanimously. Those opposed are so not ed.

The Reorganization meeting was closed, and the Regular Meeting of the Mahoning Township Supervisors was held this evening at the Mahoning Township Municipal Building at 5:50 p.m.

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#### **UNFINISHED BUSINESS**

Supervisor Whelan moved to hire a part-time Street Department employee as a backup for snow removal. Seconded was Robertson. Chairman Lynn noted that Melissa Kelso had approved of using the applications from the past full time hiring of a street department person.

After a short discussion, Scott tabled the request of Landmark Signature Homes where they would like the escrow account of \$2,685.00 and \$6,846.61 returned to them with the understanding that a Deed of Dedication will be received by the Township, because no information was available that Landmark approved the dedication section.

#### **MAHONING STREET DEPT. MEETING REPORT**

January 2, 2018

#### **Items worked on over the past month, Pending Items that were completed.**

1. Dent' s was here and repaired all exhaust vents including new metal boots on the roof. 5 total
2. Overtime since December 11<sup>th</sup>. 97 Manhours on snow.
3. New truck is here, and being used.



**items that need boards input/ approval.**

I. I would like to move forward on the roller and trailer

2. Fuel quotes for 2018. sent 3 out and received one back from Superior Plus

Scott moved to approve Lloyd Craig to seek bids on a roller and trailer. Whelan seconded this.

**NEW BUSINESS:** Scott presented the MePush proposal and the following are the reasons for the upgrade. \$18,258.63

Domain controller and file server

This is shared across all entities at the township. It provides domain access and is where the file sharing takes place. Based on our estimations and what we have in our dashboard for the asset list, this server appears to be roughly 4 years old.

2. Visual alert server

This is used only by the PD and is where the main piece of software in use, visual alert, is installed. This server appears to be roughly 6 years old.

This quote began based on a need for the PD in regard to the storage of video and the associated software for WatchGuard. WatchGuard worked with the PD and provided the required specifications for the new server that is needed. It was also discussed with the PD that moving to a system that utilizes a terminal server as opposed to the current solution will likely provide a smoother experience and eliminate the major problems they are experiencing over the VPN when accessing VA.

This quote, in essence, is to replace both physical servers listed above while providing a platform to setup the new server for Watch Guard and the new Terminal Server. This will be accomplished with virtualization. All three servers will run off the single physical host. This is a common practice and is beneficial for multiple reasons including less hardware to manage and replace, easier disaster recovery management and restores etc... This approach was determined to be the best course of action for the following reasons.

1. The physical servers in place are aged and should both be replaced within the next year to two years regardless
2. While this is a larger cost up front, it is much cheaper than continuing to manage and purchase physical servers
3. This benefits the entire township by providing a more solid platform for all servers and users to build off

We can save roughly \$1,000 off this quote by going with a refurbished server that would have a lifetime hardware warranty. If you want this to be the formal option that is quoted, please let me know.

Scott noted that Tower Micro and ISS were contacted for prices. The proposal was sent to them without the actual Mepush figures. ISS reported they could not cost out the labor figure

and they were not familiar with our system, a system that they {ISS) installed at the Township and Tower Micro was not comfortable in quoting a project like this. Scott also reported that both are unable to do the work immediately or at all. The funds will come from the Police Invest Account which is there for such expenses. Scott moved to accept the proposal from MePush \$18,258.63 and this would be paid from the Police Invest Account which was seconded by Robertson.

Scott moved to approve the minutes of December 11, 2018 and December 18, 2018 with the correction on the December 18 meeting. Shultz seconded.

Chairman Lynn noted the Christmas Tree Pick Up will begin on December 29<sup>th</sup> and continue every Monday and Friday until January 26, 2018. Trees are to be at curbside by 7 am and trees will not be taken if they contain stands, lights or in plastic bags.

A question from Sue Kauwell regarding roadmasters and why some supervisors are not interested in serving in the capacity. Lynn responded that only in extreme emergency would he serve as a roadmaster because of some past problems. Scott stated that in his opinion, that in the past the supervisors were roadmasters and he believes that time has passed because many small townships did not have a full-time street department staff and therefore many supervisors did the work but now many townships have full time street departments that are very skilled. Lynn also stated that in times past many of the roads were dirt roads needing the continued maintenance.

Robertson reported that Zoning Officer Dean Von8lohn would like the Supervisor to correct the Zoning Ordinance, Sub-section 250-45.1 where it references the standards found in 7038 of the Subdivision and Land-Development ordinance of 2006. (7038 does not exist in the ordinance). The reading of this section should reference subsection (211-458 of the Subdivision and Land-Development Ordinance). This was discovered in 2014, never changed, it was again discovered in 2017 and never changed, when a submission for a cluster development was applied for by Keyser Bros. This has again become an issue due to a request for a change to the ordinance that has been requested by another Developer. Dean would like to meet with Ryan Tira or whomever is standing in for him to start the needed correction to our ordinance as soon as possible. Robertson moved to have Solicitor Tira to research amend the ordinance. Scott also asked that the Solicitor also included in his consideration the sidewalk ordinance for the township. Seconded by Whelan.

This meeting was recorded. These minutes reflect the events and dialog during the meeting but are not transcribed word to word.

Joe Oberdorf, Secretary