**KISKIMINETAS TOWNSHIP**

**Re-Organization Meeting**

**January 3, 2022**

**Call to Order: Time: 6:00 p.m.**

**Pledge of Allegiance.**

**Roll Call. Present: Mike Bash, Chuck Rodnicki, Rich Frain, Sherry Tamski**

**Absent: One Supervisor vacancy**

**Re-Organization of Executive Matters**

1. **Temporary Chairman**.
   1. Call for a motion to appoint Mike Bash Temporary Chairman for reorganization purposes and until a 2022 Chairman is appointed.

Motion: Rich Frain Second: Chuck Rodnicki Opposed: None.

1. **Temporary Secretary**.
   1. Call for a motion to appoint Patrick Bono Temporary Secretary for reorganization purposes and until a 2022 Secretary is appointed.

Motion: Chuck Rodnicki Second: Sherry Tamski Opposed: None.

1. **Chairman of the Board of Supervisors**.
   1. Call for nominations to appoint a Chairman of the Board of Supervisors for 2022.
   2. Call for a motion to close the nominations.

Motion: Rich Frain Second: Chuck Rodnicki Opposed: None.

* 1. Call for a motion to appoint Mike Bash Chairman of the Board of Supervisors for 2022.

Motion: Rich Frain Second: Chuck Rodnicki Opposed: None.

1. **2022 Vice Chairman of the Board of Supervisors**.
   1. Call for nominations to appoint a Vice Chairman of the Board of Supervisors for 2022
   2. Call for a motion to close the nominations.

Motion: Mike Bash Second: Chuck Rodnicki Opposed: None.

* 1. Call for a motion to appoint Rich Frain Vice Chairman of the Board of Supervisors for 2022.

Motion: Mike Bash Second: Chuck Rodnicki Opposed: None.

1. **Board Vacancy. Motion to table appointment of fifth Supervisor**

Motion: Rich Frain Second: Chuck Rodnicki Opposed: None.

1. **Township Supervisor to oversee the Police Department.**
   1. Call for a motion to appoint Township Supervisor Mike Bash to oversee the Police Department.

Motion: Rich Frain Second: Chuck Rodnicki Opposed: None.

1. **Township Supervisor to oversee the Public Works Department.**
   1. Call for a motion to appoint a Township Supervisor Rich Frain to oversee the Public Works Department.

Motion: Mike Bash Second: Chuck Rodnicki Opposed: None.

**Administrative/Organizational Matters**

1. **Secretary.** 
   1. Call for a motion to appoint Patrick Bono Township Secretary for 2022 as defined by Section 801 of the PA Second Class Township Code.

Motion: Rich Frain Second: Chuck Rodnicki Opposed: None

1. **Treasurer.**
   1. Call for a motion to appoint Patrick Bono Township Treasurer for 2022 as defined by Section 701 of the PA Second Class Township Code.

Motion: Rich Frain Second: Chuck Rodnicki Opposed: Sherry Tamski

1. **Treasurer/Secretary Bond by Resolution #03-2022** 
   1. Call for a motion to pass Resolution 03-2022 that establishes the 2022 Secretary/ Treasurer Bond in the amount no less than as is required by Section 702 of the PA Second Class Township Code.

Motion: Mike Bash Second: Chuck Rodnicki Opposed: None.

1. **Pension Plans Administrator**.
   1. Call for a motion to appoint Patrick Bono Pension Plan(s) Administrator for 2022 for the following Pension Plans: 401(a), 457(b), Full-time Uniformed Defined Benefit, and Full-time Non uniformed Defined Benefit.

Motion: Chuck Rodnicki Second: Sherry Tamski Opposed: None.

1. **Flood Plain Administrator**.
   1. Call for a motion to appoint Patrick Bono Flood Plain Administrator for 2022.

Motion: Rich Frain Second: Sherry Tamski Opposed: None.

1. **Records Management Officer**.
   1. Call for a motion to appoint Patrick Bono Records Management Officer for 2022.

Motion: Sherry Tamski Second: Rich Frain Opposed: None.

1. **Right-to-Know Officer**.
   1. Call for a motion to appoint Patrick Bono Right-to-Know Officer for 2022.

Motion: Chuck Rodnicki Second: Sherry Tamski Opposed: None.

1. **PSATS Delegate**.
   1. Call for a motion to appoint Chuck Rodnicki 2022 PSATS Delegate to vote in the 2022 PSATS Board Election.

Motion: Rich Frain Second: Mike Bash Opposed: None.

1. **2022 Pennsylvania State Association of Township Supervisors’ Membership**.
   1. Call for a motion to retain membership in the State Association of Township Supervisors.

Motion: Chuck Rodnicki Second: Rich Frain Opposed: None.

1. **Township Engineer**.
   1. Call for a motion to appoint the Senate Engineering Company as the 2022 Township Engineer with the motion to include a monthly retainer fee and fees for services as outlined in the Schedule of Unit Rates for basic services and Unit Rates for additional services.

Motion: Mike Bash Second: Rich Frain Opposed: None.

1. **Public Works Department Crew Leader**.
   1. Call for a motion to appoint Ronald Baker 2022 Public Works Department Crew Leader.

Motion: Mike Bash Second: Rich Frain Opposed: None.

**Organization of Tax Collection Matters**

1. **Elected Tax Collector’s Bond by Resolution #04-2022.** 
   1. Call for a motion to pass Resolution 04-2022 that establishes the 2022 Elected Tax Collector’s Bond in the amount no less than as is required by the Second Class Township Code.

Motion: Rich Frain Second: Chuck Rodnicki Opposed: None.

1. **Act 511 Tax Collector**.
   1. Call for a motion to appoint Berkheimer as the 2022 Act 511 (local wage tax, local services tax, per capita tax) Tax Collector.

Motion: Rich Frain Second: Mike Bash Opposed: None.

1. **Act 511 Delinquent Tax Collector**.
   1. Call for a motion to appoint Berkheimer as the 2022 Act 511 (local wage tax, local services tax, and per capita tax) Delinquent Tax Collector.

Motion: Mike Bash Second: Chuck Rodnicki Opposed: None.

**Organization of Legal Representation Matters**

1. **Township Solicitor/Firm.** 
   1. Call for a motion to appoint Attorney Timothy Miller as the Township’s Solicitor for 2022 as set forth in the letter of interest requesting appointment. *Note: The Township is in receipt of notice from Attorney Timothy Miller from the law firm of DeBernardo, Antonio, McCabe, & Davis, P.C. requesting appointment at a rate of $150 per hour for legal services.*

Motion: Mike Bash Second: Rich Frain Opposed: None.

1. **Special Counsel for Personnel and Labor Matters**.
   1. Call for a motion to appoint the law firm of Campbell, Durrant, Beatty, Palumbo, and Miller as the Township’s Special Labor Counsel for 2022 as needed for personnel and labor matters.

Motion: Sherry Tamski Second: Chuck Rodnicki Opposed: None.

1. **Special Counsel for Pension Matters**.
   1. Call for a motion to appoint Randall Rhoades as Special Counsel for Pension Matters for 2022 as needed.

Motion: Chuck Rodnicki Second: Sherry Tamski Opposed: None.

1. **Zoning Solicitor**.
   1. Call for a motion to appoint James Favero as Zoning Solicitor at the rate of $90 per hour for legal services for 2022 as set forth in the letter requesting appointment.

Motion: Mike Bash Second: Chuck Rodnicki Opposed: None.

**Financial Organizational Matters**

1. **Appointed Auditor**.
   1. Call for a motion to appoint the CPA firm of Zelenkofske and Axelrod to audit the Township’s 2021 financial records and prepare the 2021 DCED Audit Report; and to audit the 2021 Real Estate Tax Collection records and prepare an Audit Report to be submitted to the Township Board of Supervisors.

Motion: Rich Frain Second: Mike Bash Opposed: None.

1. **Township Depository**.
   1. Call for a motion to appoint the First Commonwealth Bank as the 2022 Depository for all Township Funds with the stipulation that the Board may change depositories in part or in full in the best interest of the Township at any time during the year.

Motion: Chuck Rodnicki Second: Sherry Tamski Opposed: None.

**Organizational Matters for Township Representatives, Boards and Commissions**

1. **Vacancy Board**.
   1. Call for a motion to appoint Dan Jaworskyj Chairman of the 2022 Vacancy Board.

Motion: Mike Bash Second: Sherry Tamski Opposed: None.

1. **Planning Commission.**
   1. Call for a motion to appoint Chuck Rodnicki to the Planning Commission to a five-year term ending December 31, 2027.

Motion: Rich Frain Second: Mike Bash Opposed: None.

1. **Zoning Hearing Board.**
   1. Call for a motion to appoint one alternate Zoning Hearing Board member due to a deceased member to a five-year term ending December 31, 2027, and advertise for an alternate member.

Motion: Rich Frain Second: Mike Bash Opposed: None.

1. **Sewage Authority**
   1. Call for a motion to appoint Chuck Rodnicki as liaison for the Sewage Authority for the calendar year 2022.

Motion: Mike Bash Second Rich Frain Opposed: None.

1. **UCC Group Representative**.
   1. Call for a motion to appoint Mike Bash 2022 representative to the Armstrong County Uniform Construction Code Group.

Motion: Chuck Rodnicki Second: Sherry Tamski Opposed: None.

1. **Armstrong County UCC Group Representative**.
   1. Call for a motion to appoint Township Supervisor Mike Bash to attend meetings as a voting member of the 2022 Armstrong County UCC Group.

Motion: Chuck Rodnicki Second: Mike Bash Opposed: None.

1. **Uniform Construction Code Appeals Board Representative**.
   1. Call for a motion to appoint Jeffrey Snyder Township representative to the 2022 Armstrong County Uniform Construction Code Appeals Board.

Motion: Rich Frain Second: Mike Bash Opposed: None.

1. **Safety Committee**.
   1. Call for a motion to appoint Supervisor Rich Frain Safety Committee Chairperson.

Motion: Mike Bash Second: Chuck Rodnicki Opposed: None.

* 1. Call for a motion to appoint Supervisor Chuck Rodnicki Safety Committee Representative.

Motion: Sherry Tamski Second: Rich Frain Opposed: None.

1. **Emergency Management Coordinator**.
   1. Call for a motion to appoint Larry Ondrizek Kiskiminetas Township Emergency Management Coordinator.

Motion: Mike Bash Second: Rich Frain Opposed: None.

10.

a. Call for a motion to appoint Rebecca Rupert Zoning and Code Officer for 2022.

Motion: Mike Bash Second: Chuck Rodnicki Opposed: None.

**Establishing the 2022 Township Meeting Schedule**.

1. Call for a motion to set the Township’s Meeting dates for 2022 to be held at the Township Municipal Building located at 1222A Old State Road, Apollo; and to authorize to advertise the 2022 meeting schedule.

Regular meeting to be held second Wednesday of every month, with Agenda meeting held the Wednesday Prior

* Monthly Agenda Meetings of the Board of Supervisors
* Regular Monthly Meeting of the Board of Supervisors
* Planning Commission first Thursday of the month at 6;00 p.m.
* Zoning Hearing Board as needed as advertised
* Special Budget Preparation Meetings – to be announced and advertised as needed.

Motion: Chuck Rodnicki Second: Rich Frain Opposed: None.

**Adjournment**: Time: 6:38 p.m.

Motion: Chuck Rodnicki Second: Sherry Tamski

(Seal)

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Patrick J. Bono, MPA

Kiskiminetas Township Secretary