

**KISKIMINETAS TOWNSHIP
Re-Organization Meeting
January 06, 2025**

Call to Order:

Time: 7:00 p.m.

Pledge of Allegiance.

**Roll Call. Present: Brittany Hilliard, Mary Long, Chuck Rodnicki, Mark Kendall
Absent: None.**

Public Comment:

Doug Sproat had website, budget questions for the Board.

Supervisor Mary Long commented on the tax increase to the public.

Discussion of corrections and revisions to the adopted 2025 Budget

Supervisor Mark Kendall explained changes to the 2025 Budget to the public.

**Potential vote on any proposed revisions and/or corrections to the adopted 2025 Budget.
Motion to make revisions and/ or corrections to the adopted 2025 Budget.**

Motion: Chuck Rodnicki

Second: Mary Long

Opposed: None.

Roll Call Vote:

Yay: Mary Long, Brittany Hilliard, Chuck Rodnicki, Mark Kendall

Nay: None.

Motion to advertise revised 2025 Budget in a paper of local circulation.

Motion: Chuck Rodnicki

Second: Mark Kendall

Opposed: None.

Motion to hold meeting 10 days after advertisement of 2025 Corrected Budget. Meeting scheduled for Wednesday, January 22, 2025 at 7:00 p.m. Will also take place of the monthly Meeting.

Motion: Chuck Rodnicki

Second: Mark Kendall

Opposed: None.

Motion to add adoption of 2025 amended Budget to agenda for the rescheduled regular Monthly meeting on Wednesday, January 22, 2025, at 7:00 p.m.

Motion: Chuck Rodnicki

Second: Mark Kendall

Opposed: None.

Re-Organization of Executive Matters

1. Temporary Chairman.

- a. Call for a motion to appoint Brittany Hilliard temporary Chairman for reorganization purposes and until a 2025 Chairman is appointed.

Motion: Mary Long Second: Chuck Rodnicki Opposed: None.

2. Temporary Secretary.

- a. Call for a motion to appoint Patrick Bono temporary Township Secretary for reorganization purposes and until a 2025 Township Secretary is appointed.

Motion: Chuck Rodnicki Second: Mary Long Opposed: None.

3. Chairman of the Board of Supervisors.

- a. Call for nominations to appoint Brittany Hilliard Chairman of the Board of Supervisors for 2025.

- b. Call for a motion to close the nominations.

Motion: Brittany Hilliard Second: Mary Long Opposed: None.

- c. Call for a motion to appoint Brittany Hilliard Chairman of the Board of Supervisors for 2025.

Motion: Mark Kendall Second: Mary Long Opposed: None.

4. Vice Chairman of the Board of Supervisors.

- a. Call for nominations to appoint Mary Long Vice Chairman of the Board of Supervisors for 2025.

- b. Call for a motion to close the nominations.

Motion: Chuck Rodnicki Second: Mark Kendall Opposed: None.

- c. Call for a motion to appoint Mary Long Vice Chairman of the Board of Supervisors for 2025.

Motion: Brittany Hilliard Second: Mark Kendall Opposed: None.

5. Township Supervisor to oversee the Police Department.

- a. Call for a motion to appoint Township Supervisor Mary Long to oversee the Police Department.

Motion: Brittany Hilliard Second: Mark Kendall Opposed: None.

6. Township Supervisor to oversee the Public Works Department.

- a. Call for a motion to appoint Township Supervisor Mark Kendall to oversee the Public Works Department.

Motion: Chuck Rodnicki Second: Brittany Hilliard Opposed: None.

7. Township Supervisor to oversee the Administration Office.

- a. Call for a motion to appoint Township Supervisor Brittany Hilliard to oversee the Administration Office.

Motion: Mary Long Second: Chuck Rodnicki Opposed: None.

Administrative/Organizational Matters

1. Secretary.

- a. Call for a motion to appoint Patrick Bono Township Secretary for 2025 as defined by Section 801 of the PA Second Class Township Code.

Motion: Chuck Rodnicki Second: Brittany Hilliard Opposed: None.

2. Treasurer.

- a. Call for a motion to appoint Patrick Bono Township Treasurer for 2025 as defined by Section 701 of the PA Second Class Township Code.

Motion: Chuck Rodnicki Second: Mark Kendall Opposed: None.

3. Treasurer/Secretary Bond by Resolution #01-2025

- a. Call for a motion to pass Resolution 01-2025 that establishes the 2025 Secretary/Treasurer Bond in the amount no less than as is required by Section 702 of the PA Second Class Township Code.

Motion: Mark Kendall Second: Mary Long Opposed: None.

4. Pension Plans Administrator.

- a. Call for a motion to appoint Patrick Bono Pension Plan(s) Administrator for 2025 for the following Pension Plans: 401(a), 457(b), Full-time Uniformed Defined Benefit, and Full-time Non uniformed Defined Benefit.

Motion: Mark Kendall Second: Chuck Rodnicki Opposed: None.

5. Flood Plain Administrator.

- a. Call for a motion to appoint Patrick Bono Flood Plain Administrator for 2025.

Motion: Mark Kendall Second: Chuck Rodnicki Opposed: None.

6. Records Management Officer.

- a. Call for a motion to appoint Patrick Bono Records Management Officer for 2025.

Motion: Chuck Rodnicki Second: Brittany Hilliard Opposed: None.

7. Right-to-Know Officer.

- a. Call for a motion to appoint Patrick Bono Right-to-Know Officer for 2025.

Motion: Mark Kendall Second: Chuck Rodnicki Opposed: None.

8. PSATS Delegate.

- a. Call for a motion to appoint _____ 2025 PSATS Delegate to vote in the 2025 PSATS Board Election and attend the PSATS Conference on May 04-07, 2025
No Motion.

9. 2025 Pennsylvania State Association of Township Supervisors' Membership.

- a. Call for a motion to retain membership in the State Association of Township Supervisors.

Motion: Chuck Rodnicki Second: Mark Kendall Opposed: None.

10. Township Engineer.

- a. Call for a motion to appoint LSSE, Inc. as the 2025 Township Engineering firm 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: Chuck Rodnicki Second: Mark Kendall Opposed: None.

11. Public Works Department Crew Leader.

- a. Call for a motion to appoint Ronald Baker 2025 Public Works Department Crew Leader.
Motion: Mark Kendall Second: Chuck Rodnicki Opposed: None.

Organization of Tax Collection Matters

1. Elected Tax Collector's Bond by Resolution #02-2025.

- a. Call for a motion to pass Resolution 02-2025 that establishes the 2025 Elected Tax Collector's Bond in the amount no less than as is required by the Second-Class Township Code; paid for by Armstrong County- per Mr. Evans.
Motion: Chuck Rodnicki Second: Mark Kendall Opposed: None.

2. Act 511 Tax Collector.

- a. Call for a motion to appoint Berkheimer as the 2025 Act 511 (local wage tax, local services tax, per capita tax) Tax Collector.
Motion: Mary Long Second: Chuck Rodnicki Opposed: None.

3. Act 511 Delinquent Tax Collector.

- a. Call for a motion to appoint Berkheimer as the 2025 Act 511 (local wage tax, local services tax, and per capita tax) Delinquent Tax Collector.
Motion: Mark Kendall Second: Chuck Rodnicki Opposed: None.

Organization of Legal Representation Matters

1. Township Solicitor/Firm.

- a. Call for a motion to appoint Attorney Ryan Fritz, Delaney and Fritz as the Township's Solicitor for 2025.
Motion: Mary Long Second: Chuck Rodnicki Opposed: None.

2. Special Counsel for Personnel and Labor Matters.

- a. Call for a motion to appoint the law firm Campbell, Durant as the Township's Special Labor Counsel for 2025 as needed for personnel and labor matters.
Motion: Chuck Rodnicki Second: Mark Kendall Opposed: None.

3. Special Counsel for Pension Matters.

- a. Call for a motion to appoint Campbell Durant as Special Counsel for Pension Matters for 2025 as needed.
Motion: Chuck Rodnicki Second: Mary Long Opposed: None.

4. Zoning Solicitor.

- a. Call for a motion to appoint James Favero as Zoning Solicitor at the rate of 95.00_per hour for legal services for 2025, as stated in letter.

Motion: Chuck Rodnicki Second: Mark Kendall Opposed: None.

Financial Organizational Matters

1. Appointed Auditor.

- a. Call for a motion to appoint the CPA firm of Estemeyer and Assoc. to audit the Township's 2024 financial records and prepare the 2024 DCED Audit Report; and to audit the 2024 Real Estate Tax Collection records and prepare an Audit Report to be submitted to the Township Board of Supervisors.

Motion: Chuck Rodnicki Second: Brittany Hilliard Opposed: None.

2. Township Depository.

- a. Call for a motion to appoint First Commonwealth Bank as the 2025 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: Mark Kendall Second: Mary Long Opposed: None.

Organizational Matters for Township Representatives, Boards and Commissions

1. Vacancy Board.

- a. Call for a motion to nominate Mr. Robert Gibbons Chairman of the 2025 Vacancy Board, per letter of interest received by Mr. Gibbons.

Motion: Mary Long Second: Chuck Rodnicki Opposed: None.

- b. Call for a motion to appoint Mr. Robert Gibbons Chairman of the 2025 Vacancy Board.

Motion: Chuck Rodnicki Second: Mark Kendall Opposed: None.

2. UCC Group Representative.

- a. Call for a motion to appoint 2025 representative _____ to the Armstrong County Uniform Construction Code Group.

No Motion

3. Armstrong County UCC Group Representative.

- a. Call for a motion to appoint Township Supervisor Mark Kendall to attend meetings as a voting member of the 2025 Armstrong County UCC Group.

Motion: Mary Long Second: Brittany Hilliard Opposed: None.

4. Uniform Construction Code Appeals Board Representative.

- a. Call for a motion to appoint Township representative _____ to the 2025 Armstrong County Uniform Construction Code Appeals Board.

No Motion

5. Safety Committee.

- a. Call for a motion to appoint Supervisor Chuck Rodnicki Safety Committee Chairperson.
Motion: Mark Kendall Second: Mary Long Opposed: None.
- b. Call for a motion to appoint Supervisor Mark Kendall Safety Committee Representative.
Motion: Mary Long Second: Chuck Rodnicki Opposed: None.

6. Emergency Management Coordinator.

- a. Call for a motion to appoint Mr. Larry Ondrizek Kiskiminetas Township Emergency Management Coordinator for 2025.
Motion: Chuck Rodnicki Second: Mary Long Opposed: None

7.

- a. Call for a motion to appoint _____ Zoning and Code Officer for 2025.

No Motion.

Establishing the 2025 Township Meeting Schedule.

Motion to amend motion to decide meeting dates and times

No Motion.

- a. Call for a motion to set the Township's Meeting dates for 2025 to be held at the Township Municipal Building located at 1222A Old State Road, Apollo; and to authorize to advertise the 2025 meeting schedule; with the exception of January, 2025-Regular meeting to be held on January 22, 2025 at 7:00 p.m.

Regular meeting to be held second Wednesday of every month at 7:00p.m.

Work Session meeting to be held the first Wednesday of every month at 7:00 p.m., with the exception of January, 2025-Regular meeting to be held on January 22, 2025 at 7:00 p.m.

Board of Supervisors

- Regular Monthly Meeting of the Board of Supervisors.
- Work Session meeting first Wednesday of every month
- Planning Commission second Thursday of the month at 7:00 p.m. as needed.
- Zoning Hearing Board as needed as advertised
- Special Budget Preparation Meetings – to be announced and advertised as needed.

Motion: Chuck Rodnicki

Second: Brittany Hilliard

Opposed: None.

Public Comment:

Mrs. Dunmire voiced support for the Board of Supervisors.

Mark Kendall addressed the public on the hard work of the Public Works dept. during inclement weather events.

Motion for Adjournment:

Motion: Chuck Rodnicki

Second: Mary Long

Time: 7:59 p.m.

(Seal)

Patrick J Bono, MPA
Kiskiminetas Township Secretary/ Treasurer