

KISKIMINETAS TOWNSHIP
Re-Organization Meeting Minutes
January 05, 2026

The Re-Organization Meeting of Kiskiminetas Township was called to order at **7:05 p.m.** by Brittany Hilliard, followed by the Pledge of Allegiance.

Roll call was taken by Jason Dailey. Present were Brittany Hilliard, Mary Long, Tom Tardivo, Bob Ross, and Addie Birch. Solicitor Fritz was also in attendance.

There was no public comment.

Supervisor Tardivo nominated Bob Ross as Temporary Chairman for reorganization purposes. Motion carried.

Supervisor Birch nominated Jason Dailey Temporary Secretary for reorganization purposes. Motion carried.

A motion was made by Supervisor Long, Seconded by Supervisor Hilliard to appoint Bob Ross Chairman of the Board of Supervisors. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to appoint Addie Birch Vice Chairman of the Board of Supervisors. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to appoint Jason Dailey as Township Secretary/Treasurer, Floodplain Administrator, Records Management Officer, and Right-to-Know Officer for 2026. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to adopt Resolution 01-2026 establishing the 2026 Secretary/Treasurer Bond in an amount no less than required by Section 702 of the Pennsylvania Second Class Township Code. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to appoint Jason Dailey as Pension Plan Administrator for 2026 for the following pension plans: 401(a), 457(b), Full-Time Uniformed Defined Benefit, and Full-Time Non-Uniformed Defined Benefit. Motion carried.

A motion was made by Supervisor Long, Seconded by Supervisor Hilliard to appoint LSSE, Inc. as the Township Engineering Firm with the understanding that a Request for Proposal for Engineering Services will be prepared. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to appoint Ron Baker as the 2026 Public Works Department Crew Leader. Motion carried.

A motion was made by Supervisor Birch, Seconded by Supervisor Hilliard to adopt Resolution 02-2026 establishing the 2026 Elected Tax Collector's Bond in an amount no less than required by the Second Class Township Code, to be paid by Armstrong County. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to appoint Berkheimer as the 2026 Act 511 Tax Collector. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to appoint Berkheimer as the 2026 Act 511 Delinquent Tax Collector. Motion carried.

A motion was made by Supervisor Long, Seconded by Supervisor Hilliard to appoint Ryan Fritz as Township Solicitor for 2026. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to appoint Campbell, Durrant and Beatty as Special Labor Counsel for 2026, as needed. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to appoint James Fevero as Zoning Solicitor for 2026 at a rate of \$95.00 per hour. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to appoint Hosack, Specht, Muetzel and Wood LLP to audit the Township's 2025 financial records and related audit reports. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to appoint First Commonwealth Bank as the 2026 depository for all Township funds. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to solicit interest for the position of Chairman of the 2026 Vacancy Board. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to appoint a Township representative to the 2026 Armstrong County Uniform Construction Code Appeals Board. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to appoint Larry Ondrizek as Emergency Management Coordinator for 2026. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to appoint Jamie Shaw as Zoning and Code Officer for 2026. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Tardivo to establish the Township's 2026 meeting schedule with the Business Meeting being the first Wednesday of each month and the Workshop meeting the third Wednesday. Motion carried.

A motion was made by Supervisor Hilliard, Seconded by Supervisor Long to adjourn the meeting at 7:39 pm

(Seal)

Jason Dailey
Kiskiminetas Township Secretary/ Treasurer