

SUMMIT TOWNSHIP SUPERVISORS
Organizational Meeting
Monday, January 5, 2015

Supervisor Church called the Organizational meeting of the Board of Supervisors for the year 2015 to order at 6:00 p.m. followed by the salute to the flag. Supervisors Lee and Agostine were present, as were Solicitor Sennett, Engineer Jonas, Recording Secretary Yeast, and eight interested persons.	CALL TO ORDER
Motion by Agostine, seconded by Lee, to approve the minutes of the December 15, 2014 Regular Business Meeting as presented and reviewed by the Board of Supervisors. Vote: 3/0	12/15/14 MINUTES
Secretary Yeast reported receipt of a letter from John Troutman, Manager of the Summit Township Water Authority (STWA) requesting Board consideration to re-appoint Timothy Haaf to another five-year term on the Water Authority Board.	CORRESPONDENCE <ul style="list-style-type: none">• STWA BOARD• Gary Pace• Debi Cameron
Secretary Yeast reported receipt of a letter from Gary Pace officially resigning from the Summit Township Commission, effective immediately.	
Secretary Yeast reported receipt of an e-mail from Debra Cameron officially resigning from the Summit Township Recreation Board.	
Motion by Lee, seconded by Church, to appoint Nancy A. Agostine, Chairperson of the Board of Supervisors for 2015. Vote: 3/0	CHAIRPERSON
Motion by Lee, seconded by Agostine, to appoint Thomas H. Church, Jr., Vice-Chairman of the Board of Supervisors for 2015. Vote: 3/0	VICE-CHAIRMAN
Motion by Lee, seconded by Church, to appoint Christene Yeast, Township Secretary for 2015. Vote: 3/0	SECRETARY
Motion by Lee, seconded by Church, to appoint Nancy Agostine, Treasurer of the Board of Supervisors for 2015. Vote: 3/0	TREASURER
Motion by Lee, seconded by Church, to appoint Christene Yeast, Assistant Treasurer for 2015. Vote: 3/0	ASST. TREAS.
Motion by Lee, seconded by Church, to appoint the Knox, McLaughlin, Gornall, & Sennett Law Firm and Atty. Timothy Sennett as the Summit Township Solicitor for 2015; rate schedule to be filed with the Township. Vote: 3/0	SOLICITOR
Motion by Lee, seconded by Church, to appoint Urban Engineers, Inc. and Matthew Jonas as the Township Engineer for 2015; rate schedule to be filed with the Township. Vote: 3/0	ENGINEER
Motion by Lee, seconded by Agostine, to appoint Marj Hudak Summit Township Zoning Officer for 2015. Vote: 3/0	ZONING OFFICER
Motion by Lee, seconded by Church, to appoint Nathan Miller Assistant Zoning Officer for 2015. Vote: 3/0	ASST. ZONING OFF.

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Motion by Lee, seconded by Church, to appoint Kip Hayford Summit Township Code Enforcement Officer for 2015. Vote: 3/0	CODE ENFORCEMENT. OFFICER
Motion by Lee, seconded by Church, to adopt Resolution #2015-01 appointing H.A. Berkheimer, Inc. as the Local Services (LST) Tax Collector for 2015. Rate of commission to be set at 1.8% as determined by the Erie County Tax Collectors Committee. Vote: 3/0	LST TAX COLLECTOR RES. #2015-01
Motion by Lee, seconded by Church, to reaffirm Tax Collector Cameron's commission for real estate tax collection for 2015 at \$3.65 per parcel. Vote: 3/0	2015 R.E. TAX COMMISSION
Motion by Lee, seconded by Church, to reaffirm Tax Collector Cameron's commission for street light district collection at 2.5% of collected monies, per Ordinance #2004-01. Vote: 3/0	STREET LIGHT COLLECTION
Motion by Lee, seconded by Church, to hire Joseph Sadler, CPA to audit books and records for 2014. Resolution #2015-02. Vote: 3/0	AUDITOR HIRED RES. #2015-02
Motion by Lee, seconded by Church, that the following employment appointments be approved: Thomas H. Church, Jr. – Assistant Roadmaster Nancy A. Agostine – Treasurer and Director of Land Development Jack F. Lee, Jr. – Roadmaster and Director of Parks and Recreation Vote: 3/0	EMPLOYMENT APPOINTMENTS
Motion by Lee, seconded by Church, to direct appointed supervisors/employees that wages will be received for attendance at meetings of the various boards of the Township and County, as well as any other meetings, only if they occur during normal working hours. Vote: 3/0	MEETING ATTENDANCE
Motion by Lee, seconded by Church, to adopt Resolution 2015-03 authorizing the Treasurer and Assistant Treasurer to execute any/all papers required by depositories to make transfers in certain funds in accounts at the bank, after a supervisor conference, when said transfers are to the advantage of the township. The Treasurer and Assistant Treasurer are authorized to prepare checks for supervisor's signature, covering payments of miscellaneous items between meetings, such as payroll, covering invoice discounts, etc. Bills are to be reviewed by supervisors before paying. Vote: 3/0	RES. 2015-03 TREASURER AUTHORIZATION
Motion by Lee, seconded by Church, to set the Treasurer and Assistant Treasurer bond in the amount of \$2,000,000 each for the year 2015. The bond shall be filed with the Board of Auditors when received. Vote: 3/0	TREASURER'S & ASST. TREAS. BOND SET

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Motion by Lee, seconded by Church, to certify to the Board of Auditors, by providing a copy of this motion, that Supervisor Church has been appointed Assistant Roadmaster for 2015; Supervisor Agostine has been appointed Director of Land Development and Treasurer for 2015; and Supervisor Lee has been appointed Roadmaster and Director of Parks and Recreation for 2015; receiving pension, salary, and insurance benefits. The Auditors to set salary in accordance with the Second Class Township Code.

CERTIFICATION TO BOARD OF AUDITORS

Vote: 3/0

Motion by Agostine, seconded by Lee, that Supervisor Lee be appointed the 2015 Voting Delegate to the annual convention of the Pennsylvania State Association of Township Supervisors, and that Supervisor Agostine is appointed alternate delegate.

PSATS DELEGATES APPOINTED

Vote: 3/0

Motion by Agostine, seconded by Church, to appoint Supervisor Lee to the Executive Committee of the Erie County Association of Township Officials for the year 2015 with Supervisor Agostine as Alternate 1 and Supervisor Church as Alternate 2.

ECATO EXECUTIVE APPOINTED

Vote: 3/0

Motion by Lee, seconded by Agostine, to appoint Supervisor Agostine as Township Representative to the Erie County Council of Governments for the year 2015 with Supervisor Church as Alternate 1 and Supervisor Lee as Alternate 2.

ERIE CO. COG REPRESENTATIVE

Vote: 3/0

Motion by Lee, seconded by Church, to appoint Charles Knight as the 2015 Township representative to the Erie County Planning Commission.

ERIE CO. PLANNING

Vote: 3/0

Motion by Church, seconded by Agostine, to appoint Supervisor Lee as the Township's 2015 representative to the Metropolitan Planning Organization, with Supervisor Agostine as the alternate representative.

METROPOLITAN PLANNING ORG. REP. APPOINTED

Vote: 3/0

Motion by Lee, seconded by Church, to appoint Bill First as the Township Coordinator to the Pennsylvania Emergency Management Agency for 2015.

PA EMERGENCY MGMT. AGY. COORDINATOR

Vote: 3/0

Motion by Lee, seconded by Church, to appoint Christene Yeast as 2015 Delegate to the Erie County Tax Collectors Committee (ECTCC), with Supervisor Agostine as Alternate.

ECTCC DELEGATE

Vote: 3/0

Motion by Lee, seconded by Church, to adopt Resolution #2015-04 naming all banks in the Erie area, but not limited to the Erie area, as depositories, for enabling the Township to utilize them in securing the best possible interest rates on investments.

RESOLUTION #2015-04 DEPOSITORIES

Vote: 3/0

Motion by Lee, seconded by Church, to designate the regular meetings of the Board of Supervisors in 2015 for the first and third Monday of each month at 6:00 p.m., prevailing time, except when Monday is a holiday. These meetings will then be held the following Tuesday. Meetings shall be held at the Township Municipal Building, 1230 Townhall Road W.

MEETING TIMES DESIGNATED

Vote: 3/0

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Motion by Agostine, seconded by Lee, to further advertise the second meeting in April to be scheduled for April 27 to accommodate attendance to the PSATS Convention.

Vote: 3/0

Motion by Lee, seconded by Church, to designate the business office hours for Summit Township in 2015 from 8:00 a.m. – 4:30 p.m., Monday through Friday, at the Township Municipal Building at 1230 Townhall Road W.

Vote: 3/0

BUSINESS OFFICE
HOURS SET

Motion by Lee, seconded by Agostine, to re-appoint Tim Will and Jim Andrus to four-year terms on the Summit Township Planning Commission, effective 01/01/15 through 12/31/2018.

Vote: 3/0

STPC
APPOINTMENTS

Motion by Church, seconded by Lee, to appoint Ron McElderry to serve out Gary Pace's term through December 31, 2015 on the Summit Township Planning Commission.

Vote: 3/0

Motion by Lee, seconded by Church, to appoint Chris Fette to a five-year term on the Summit Township Sewer Authority Board, effective 01/01/15 through 12/31/2019.

Vote: 3/0

STSA BOARD
APPOINTMENTS

Motion by Lee, seconded by Church, to appoint Tim Haaf to a five-year term on the Summit Township Water Authority Board, effective 01/01/15 through 12/31/2019.

Vote: 3/0

STWA BOARD
APPOINTMENTS

Motion by Lee, seconded by Agostine, to appoint Isaac White to serve out Ann Whipple's term through December 31, 2016 on the Summit Township Water Authority.

Vote: 3/0

Motion by Lee, seconded by Church, to appoint Steve Skelly to a five year term on the Summit Township Recreation Board, effective 01/01/15 through 12/31/19, and to further appoint Michael Pace to serve out Debi Cameron's term through December 31, 2017.

Vote: 3/0

REC. BOARD
APPOINTMENTS

Motion by Lee, seconded by Church, to appoint John Troutman to a five-year term on Summit Township Industrial and Economic Development Authority (STIEDA), effective 1/1/15 through 12/31/2019.

Vote: 3/0

STIEDA BOARD
APPOINTMENT

Motion by Church, seconded by Lee, to adopt Resolution #2015-05 appointing Gerald Rohan to a three-year term on the Summit Township Zoning Hearing Board, effective 01/01/2015 through 12/31/2017. Church amended his motion with Agostine as second, to further appoint Robert Stewart as Alternate Member of the Summit Township Zoning Hearing Board effective 01/05/2015 through December 31, 2016 (2-year term).

Vote: 3/0

ZONING HEARING
BOARD
APPOINTMENTS

Motion by Church, seconded by Lee, to appoint John Schack to serve on the Summit Township Vacancy Board effective 01/01/15 to 12/31/15.

Vote: 3/0

VACANCY BOARD

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Motion by Lee, seconded by Church to adjourn the 2015 Organizational meeting at 6:20 p.m.
Vote: 3/0

ADJOURNMENT

Respectfully submitted,

Christene S. Yeast
Recording Secretary
01/13/2015