

SUMMIT TOWNSHIP SUPERVISORS
Organizational Meeting
Monday, January 4, 2021

Supervisor Davis called the Organizational meeting of the Board of Supervisors for the year 2021 to order at 6:00 p.m. followed by the salute to the flag. Supervisors Davis, Lee and Welka were present, as were Solicitor Tim Sennett, Zoning Administrator Cass, Engineer Jonas, Secretary Vallimont, and five interested persons.	CALL TO ORDER
Motion by Lee, second by Welka, to approve the minutes of the December 21, 2020 Regular Business Meeting as presented and reviewed by the Board of Supervisors. Vote: 3/0	12/21/2020 MINUTES
There was no correspondence.	CORRESPONDENCE
Motion by Davis, second by Welka, to approve Resolution #2021-01. Vote: 3/0	RESOLUTION 2021-01
Motion by Welka, second by Davis, to appoint Lisa A. Vallimont, Township Secretary for 2021. Vote: 3/0	SECRETARY
Motion by Welka, second by Davis, to appoint the Knox, McLaughlin, Gornall, & Sennett Law Firm and Attys. Timothy and Christopher Sennett as the Summit Township Solicitor for 2021; rate schedule to be filed with the Township. Vote: 3/0	SOLICITOR
Motion by Welka, second by Davis, to appoint Matthew Jonas as Township Engineer and Alt. Representative to Erie Co. MPO for 2021. Vote: 3/0	ENGINEER, MPO REP
Motion by Welka, second by Davis, to appoint Tamara Cass as Summit Township Zoning Administrator for 2021. Vote: 3/0	ZONING OFFICER
Motion by Welka, second by Davis, to appoint Kip Hayford Summit Township Code Enforcement Officer for 2021. Vote: 3/0	CODE ENFORCEMENT. OFFICER
Motion by Welka, second by Davis, to appoint Regina Erbin, Andrew Fox, Michael Hanas, Larry Hudacky, Debra Jageman, Joseph Malinowski, Jeffrey Mathesis, Michelle Nesselhauf, Gary Pace, Joseph Passeroti, Darryl Sayers, Steve Skelley and Joseph Whitmer as Township Employees for 2021, with a 3% wage increase and approving all time off and benefits as stated in the Summit Township Personnel code for all appointees. Mr. Chojnacki questioned who Whitmer was, Lee explained he is the GIS Technician that was hired in October 2020. Mr. Carniewski asked about employee evaluations and raises across the board, it was explained that the township HR Director is currently working on creating evaluations and we hope to have those in effect for 2021. Vote: 3/0	TOWNSHIP EMPLOYEES
Motion by Welka, second by Davis, to appoint the firm of Buseck, Barger, Bleil & Co., Inc. to audit the townships financial books and records for 2020. Vote: 3/0	APPOINT AUDITING FIRM
Motion by Welka, second by Davis to appoint Dr. Jason Crilley to the Vacancy Board for 2021. Vote: 3/0	VACANCY BOARD
Motion to warrant Summit Township Elected Tax Collector Debra Cameron to collect real estate	WARRANT TAX

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taxes for 2021, commission to by \$3.79 per parcel.

Vote: 3/0

COLLECTOR

Motion by Welka, second by Davis, to reaffirm Tax Collector Cameron's commission for streetlight collection at 2.5% of collection monies, per Ordinance #2004-01.

Vote: 3/0

STREET LIGHT
COLLECTION

Motion by Welka, second by Davis, to appoint H.A. Berkheimer, Inc. as the Local Services (LST) Tax Collector for 2021, rate of commission to be set at 1.8%.

Vote: 3/0

LST TAX
COLLECTOR

Motion by Welka, second by Davis, to set the Treasurer's bond in the amount of \$2,000,000 for the year 2021. The bond shall be filed with the Board of Auditors when received.

Vote: 3/0

TREASURER'S
BOND

Motion by Welka, second by Davis, to approve Resolution #2021-02 – Banking.

Vote: 3/0

BANKING/
DEPOSITORY

Motion by Welka, second by Davis, to designate the regular meetings of the Board of Supervisors in 2021 for the first Monday at 6:00 p.m. and third Monday at 4:30 p.m. of each month, except when Monday is a holiday, meetings will then be held the following Tuesday. Meetings shall be held at the Township Municipal Building, 1230 Townhall Road W., Erie, PA 16509.

Vote: 3/0

MEETING TIMES
DESIGNATED

Motion by Welka, second by Davis, to establish the 2021 mileage reimbursement rat to be equal to that as established by the IRS.

Vote: 3/0

MILEAGE RATE

Motion by Welka, second by Davis, to approve attendance by the Supervisors and authorized employees at the Annual PSATS Conference and to reimburse for hotel, mileage and meal expenses, if applicable.

Vote: 3/0

PSATS
CONFERENCE
ATTENDANCE

Motion by Welka, second by Davis, to appoint Bill First as the Township Coordinator to the Pennsylvania Emergency Management Agency for 2021.

Vote: 3/0

PEMA
REPRESENTATIVE

Motion by Welka, second by Davis, to appoint Lisa Vallimont as the delegate for the Erie Co Tax Collection Committee, with Michelle Nesselhauf as alternate.

Vote: 3/0

ECTCC DELEGATE

Motion by Welka, second by Davis, to appoint Chris Galdon to the Rec Board, term expiring 12/31/2025.

Vote: 3/0

REC BOARD
APPOINTMENT

Motion by Welka, second by Davis, to appoint Michael Andrus to the Summit Township Sewer Authority Board, term expiring 12/31/2025.

Vote: 3/0

STSA BOARD
APPOINTMENTS

Motion by Welka, second by Davis, to appoint Jack Lacey to the Summit Township Water Authority Board, term expiring 12/31/2025.

STWA BOARD
APPOINTMENTS

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Vote: 3/0

Motion by Welka, second by Davis, to appoint Christopher Friday and William White to the Planning Commission, terms expiring 12/31/2024.

PLANNING
COMMISSION

Vote: 3/0

Motion by Welka, second by Davis, to appoint Charles Knight to the Zoning Hearing Board and to appoint Joseph Welch as an alternate, terms expiring 12/31/2023.

ZONING HEARING
BOARD

Vote: 3/0

Motion by Lee, seconded by Welka, to appoint Michelle Nesselhauf to the Summit Township Industrial and Economic Development Authority (STIEDA), term expiring 12/31/2025.

STIEDA BOARD

Vote: 3/0

With no further business to be conducted, motion by Welka, second by Davis, to adjourn the 2021 Organizational meeting at 6:25 p.m.

ADJOURNMENT

Respectfully submitted,

Lisa A. Vallimont
Municipal Secretary