

SUMMIT TOWNSHIP SUPERVISORS
Organizational Meeting
Monday, January 3, 2023

Supervisor Welka called the Organizational meeting of the Board of Supervisors for the year 2023 to order at 6:00 p.m. followed by the salute to the flag. Supervisors Davis, Lee and Welka were present, as were Zoning Administrator Cass, Engineer Jonas, Secretary Vallimont, and six interested persons.	CALL TO ORDER
Motion by Lee, second by Davis, to approve the minutes of the December 19, 2022, Regular Business Meeting and the December 27, 2022, Special Meeting as presented and reviewed by the Board of Supervisors. Vote: 3/0	12/19 & 12/27/2022 MINUTES
Motion by Davis, second by Lee, to approve Resolution #2023-01, Township Supervisors. Vote: 3/0	RESOLUTION #2023-01
Motion by Lee, second by Welka, to appoint Lisa A. Vallimont, Municipal Secretary for 2023. Vote: 3/0	SECRETARY
Motion by Welka, second by Lee, to appoint the Knox, McLaughlin, Gornall, & Sennett Law Firm and Atty. Timothy Wachter as the lead Solicitor for 2023; rate schedule to be filed with the Township. Vote: 3/0	SOLICITOR
Motion by Lee, second by Welka, to appoint Matthew Jonas Township Engineer and Alt. Representative to Erie Co. MPO for 2023. Vote: 3/0	ENGINEER, MPO REP
Motion by Welka, second by Lee, to appoint Tamara Cass Zoning Administrator for 2023. Vote: 3/0	ZONING OFFICER
Motion by Lee, second by Welka, to appoint Kip Hayford Code Enforcement Officer for 2023. Vote: 3/0	CODE ENFORCEMENT
Motion by Welka, second by Lee, to appoint Timothy Eliason, Regina Erbin, Andrew Fox, Michael Hanas, Larry Hudacky, Debra Jageman, Joseph Malinowski, Jeffrey Mathesis, Michelle Nesselhauf, Joseph Passeroti, Darrell Sayers, Steve Skelley, Joseph Whitmer and Dan Wilder as Township Employees for 2023, with an 8% wage increase and approving all time off and benefits as stated in the Summit Township Personnel code for all appointees. Mr. Chojnacki's opinion is the increase is too high and exceeds the inflation rate. Vote: 3/0	TOWNSHIP EMPLOYEES
Motion by Lee, second by Welka, to increase the pension contribution by \$100, an annual contribution of \$8,800.00, per the 2023 MMO. Vote: 3/0	PENSION CONTRIBUTION
Motion by Welka, second by Lee, to appoint the firm of Buseck, Barger, Bleil & Co., Inc. to audit the townships financial books and records for 2022. Vote: 3/0	APPOINT AUDITING FIRM
Motion by Lee, second by Welka, to appoint Dr. Jason Crilley to the Vacancy Board for 2023. Vote: 3/0	VACANCY BOARD
Motion by Welka, second by Lee, to warrant Summit Township Elected Tax Collector Debra Cameron to collect real estate taxes for 2023, commission to by \$3.97 per parcel. Mr. Jones	WARRANT TAX COLLECTOR

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inquired about the total amount paid to the TC, L. Vallimont stated she would get the Summit Twp information together but could not provide the amounts paid by the school district or the county; Mr. Jones would have to contact each entity individually.

Vote: 3/0

Motion by Lee, second by Welka, 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 Lee, to appoint H.A. Berkheimer, Inc. as the Local Services (LST) Tax Collector for 2023, rate of commission to be set at 1.8%.

Vote: 3/0

LST TAX
COLLECTOR

Motion by Lee, second by Welka, to set the Treasurer's bond in the amount of \$2,000,000 for the year 2023. The bond shall be filed with the Board of Auditors when received.

Vote: 3/0

TREASURER'S
BOND

Motion by Welka, second by Lee, to approve Resolution #2023-02 – Banking.

Vote: 3/0

BANKING/
DEPOSITORY

Motion by Lee, second by Welka, to designate the regular meetings of the Board of Supervisors in 2023 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 Lee, to establish the 2023 mileage reimbursement rate to be equal to that as established by the IRS, currently \$0.655.

Vote: 3/0

MILEAGE RATE

Motion by Lee, second by Welka, 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 Lee, to appoint Bill First as the Township Coordinator to the Pennsylvania Emergency Management Agency for 2023.

Vote: 3/0

PEMA
REPRESENTATIVE

Motion by Lee, second by Welka, 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 Lee, to appoint Shannon Scully to the Rec Board, term expiring 12/31/2027.

Vote: 3/0

REC BOARD
APPOINTMENT

Motion by Lee, second by Welka, to appoint Laban Marsh to the Summit Township Sewer Authority Board, term expiring 12/31/2027.

Vote: 3/0

STSA BOARD
APPOINTMENTS

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Motion by Welka, second by Lee, to appoint Arthur Kurtz to the Summit Township Water Authority Board, term expiring 12/31/2027. Vote: 3/0	STWA BOARD APPOINTMENTS
Motion by Lee, second by Welka, to appoint Tim Will to the Planning Commission, terms expiring 12/31/2026. Vote: 3/0	PLANNING COMMISSION
Motion by Welka, second by Lee, to appoint Duane Hudak to the Zoning Hearing Board, term expiring 12/31/2025. Vote: 3/0	ZONING HEARING BOARD
Motion by Welka, second by Lee, to appoint Laban Marsh and Jack Lee to the Summit Township Industrial and Economic Development Authority (STIEDA), terms expiring 12/31/2027. Vote: 3/0	STIEDA BOARD
Motion by Lee, second by Welka, to approve use of the 2023 Co Liquid Fuels funds for road maintenance materials. Vote: 3/0	CO LIQUID FUELS
Motion by Welka, second by Lee, to approve Resolution #2023-03, Plan Revision for JACK Kinder, LLC. Vote: 3/0	RESOLUTION #2023-03
Motion by Welka, second by Lee, to approve Resolution #2023-04, Records Disposition. Vote: 3/0	RESOLUTION #2023-04
Motion by Lee, second by Welka, to approve advertising for 45-day review regarding an official map revision. M. Jonas explained the changes and additions to the map, most notably the sidewalks that coincide with the proposed sidewalk ordinance updates. Vote: 3/0	45-DAY REVIEW re: OFFICIAL MAP REVISIONS
Motion by Welka, second by Lee, to approve STSA request for a non-emergency road cut on Old Perry Highway. M. Jonas stated this was for a force main install, five feet deep, work to tentatively begin Jan. 9 for approx. 1-2 days. Mr. Stein inquired why they could not bore since the ground is not frozen. Vote: 3/0	OLD PERRY HIGHWAY – STSA
Motion by Lee, second by Welka, to approve the second amendment to the Funding Allocation Agreement with PHHC. Total annual funding \$962,708.00. Vote: 3/0	PHHC FUNDING AMENDMENT
Motion by Welka, second by Lee, to approve the subdivision plan for Joseph & Roberta Kuzma, parcel ID #40-015-085.0-019.00, creating a 2-acre lot, leaving a 14.64 acre residual. Vote: 3/0	40-15-85-19 SUBDIVISION
Supervisor Lee thanked everyone for coming. Also thanked Kip Hayford for disposing of an abandoned boat on Cherry St. Ext. Supervisor Welka mentioned the new truck was on the road and working out well. The crew is currently working on tree trimming. Supervisor Davis is looking forward to the new year and thanked all in attendance.	SUPERVISORS

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With no further business to be conducted, motion by Lee, second by Welka, to adjourn meeting at 6:49 p.m. ADJOURNMENT

Respectfully submitted,

Lisa A. Vallimont
Municipal Secretary