

SUMMIT TOWNSHIP SUPERVISORS

Organizational Meeting Tuesday, January 2, 2024

Supervisor Davis called the Organizational meeting of the Board of Supervisors for the year 2024 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 five interested persons.	CALL TO ORDER
Motion by Lee, second by Welka, to approve the minutes of the December 18, 2023 Regular Business Meeting and the December 26, 2023 Special Meeting as presented and reviewed by the Board of Supervisors. Vote: 3/0	12/18 & 12/26/2023 MINUTES
Motion by Welka, second by Lee, to approve Resolution #2023-01, Township Supervisors. Vote: 3/0	RESOLUTION #2024-01
Motion by Davis, second by Welka, to appoint Lisa A. Vallimont, Municipal Secretary for 2024. Vote: 3/0	SECRETARY
Motion by Welka, second by Davis, to appoint the Knox, McLaughlin, Gornall, & Sennett Law Firm and Atty. Timothy Wachter as the lead Solicitor for 2024; rate schedule to be filed with the Township. Vote: 3/0	SOLICITOR
Motion by Davis, second by Welka, to appoint Matthew Jonas Township Engineer and Alt. Representative to Erie Co. MPO for 2024. Vote: 3/0	ENGINEER, MPO REP
Motion by Welka, second by Davis, to appoint Tamara Cass Zoning Administrator for 2024. Vote: 3/0	ZONING OFFICER
Motion by Davis, second by Welka, to appoint Kip Hayford Code Enforcement Officer for 2024. 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, Joseph Whitmer and Dan Wilder as Township Employees for 2024, with a 2.5% wage increase for road crew and \$0.75 per hour for full-time office personnel and approving all time off and benefits as stated in the Summit Township Personnel code for all appointees. Vote: 3/0	TOWNSHIP EMPLOYEES
Motion by Davis, second by Welka, to increase the pension contribution by \$100, an annual contribution of \$8,900.00, per the 2024 MMO. Vote: 3/0	PENSION CONTRIBUTION
Motion by Welka, second by Davis, to appoint the firm of McGill, Power & Bell to audit the townships financial books and records for 2023. Vote: 3/0	APPOINT AUDITING FIRM
Motion by Davis, second by Welka, to appoint Dr. Jason Crilley to the Vacancy Board for 2024. Vote: 3/0	VACANCY BOARD

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Motion by Welka, second by Davis, to warrant Summit Township Elected Tax Collector Debra Cameron to collect real estate taxes for 2024, commission to be \$4.06 per parcel. Vote: 3/0	WARRANT TAX COLLECTOR
Motion by Davis, 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 Davis, to appoint H.A. Berkheimer, Inc. as the Local Services (LST) Tax Collector for 2024, rate of commission to be set at 1.8%. Vote: 3/0	LST TAX COLLECTOR
Motion by Davis, second by Welka, to set the Treasurer's bond in the amount of \$2,000,000 for the year 2024. 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 #2024-02 – Banking. Vote: 3/0	BANKING/ DEPOSITORY
Motion by Welka, second by Davis, to designate the regular meetings of the Board of Supervisors in 2024 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 Davis, second by Welka, to establish the 2024 mileage reimbursement rate 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 Davis, second by Welka, to appoint Bill First as the Township Coordinator to the Pennsylvania Emergency Management Agency for 2024. 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 Davis, second by Welka, to appoint Heath Strosser to the Rec Board, term expiring 12/31/2028. Vote: 3/0	REC BOARD APPOINTMENT
Motion by Lee, second by Welka, to appoint Michael Rose to the Summit Township Sewer Authority Board, term expiring 12/31/2028. Vote: 3/0	STSA BOARD APPOINTMENTS

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Motion by Welka, second by Lee, to appoint Tony Davis to the Summit Township Water Authority Board, term expiring 12/31/2028.
Vote: 2/0, Davis abstained.

STWA BOARD
APPOINTMENTS

Motion by Davis, second by Welka, to appoint Chris Lynch to the Planning Commission, terms expiring 12/31/2027.
Vote: 3/0

PLANNING
COMMISSION

Motion by Welka, second by Davis, to appoint Charles Knight to the Zoning Hearing Board, term expiring 12/31/2026 and to appoint Joe Welch as an alternate, term expiring 12/31/2026.
Vote: 3/0

ZONING HEARING
BOARD

Motion by Davis, second by Welka, to appoint Anthony Krasinski to the Summit Township Industrial and Economic Development Authority (STIEDA), term expiring 12/31/2028.
Vote: 3/0

STIEDA BOARD

Motion by Welka, second by Davis, to approve Resolution #2024-03, Co Liquid Fuels.
Vote: 3/0

RESOLUTION
#2024-03
CO LIQUID FUELS

Motion by Davis, second by Welka to approve Resolution #2024-04, Records Disposition.
Vote: 3/0

RESOLUTION
#2024-04

Motion by Welka, second by Davis, to approve the subdivision plan for Julie Willow, 7221 Edinboro Road, parcel ID #40-001-009.0-006.00.
Vote: 3/0

40-1-9-6
SUBDIVISION

Supervisor Welka all is going well in the garage. Currently the guys are waiting for snow and trimming trees.
Supervisor Davis thanked everyone and wished them a Happy New Year.
Supervisor Lee wished everyone a Happy & Healthy New Year.

SUPERVISORS

With no further business to be conducted, motion by Davis, second by Welka, to adjourn meeting at 6:41 p.m.

ADJOURNMENT

Respectfully submitted,

Lisa A. Vallimont
Municipal Secretary