

SUMMIT TOWNSHIP SUPERVISORS
Organizational Meeting
Monday, January 6, 2025

Supervisor Lee called the Organizational meeting of the Board of Supervisors for the year 2025 to order at 6:00 p.m. followed by the salute to the flag. Supervisors Lee, Davis, and Welka were present, as were Zoning Administrator Cass, Engineer Jonas, Secretary Vallimont, Solicitor Wachter and seven interested persons.	CALL TO ORDER
Motion by Welka, second by Davis, to approve the minutes of the December 16, 2024 Regular Business Meeting and December 23, 2024 Special Meeting as presented and reviewed by the Board of Supervisors. Vote: 3/0	12/16 & 12/23/2024 MINUTES
Motion by Davis, second by Welka, to approve Resolution #2025-01, Township Supervisors. Vote: 3/0	RESOLUTION #2025-01
Motion by Lee, second by Lee, to appoint Lisa A. Vallimont, Municipal Secretary for 2025. Vote: 3/0	SECRETARY
Motion by Davis, second by Lee, to appoint the Knox, McLaughlin, Gornall, & Sennett Law Firm and Atty. Timothy Wachter as the lead Solicitor for 2025; rate schedule to be filed with the Township. Vote: 3/0	SOLICITOR
Motion by Lee, second by Davis, to appoint Matthew Jonas Township Engineer and Alt. Representative to Erie Co. MPO for 2025. Vote: 3/0	ENGINEER, MPO REP
Motion by Davis, second by Lee, to appoint Tamara Cass Zoning Administrator for 2025. Vote: 3/0	ZONING OFFICER
Motion by Lee, second by Davis, to appoint Joseph Whitmer Code Enforcement Officer for 2025. Vote: 3/0	CODE ENFORCEMENT
Motion by Davis, second by Welka, to appoint James Chase, Timothy Eliason, Regina Erbin, Andrew Fox, Michael Hanas, Debra Jageman, Joseph Malinowski, Jeffrey Mathesis, Michelle Nesselhauf, Joseph Passeroti, Darrell Sayers, and Dan Wilder as Township Employees for 2025, with a 3% wage increase and approving all time off and benefits as stated in the Summit Township Personnel code for all appointees. Vote: 2/1, Lee opposed 3%	TOWNSHIP EMPLOYEES
Motion by Lee, second by Davis, to increase the pension contribution by \$100, an annual contribution of \$9,000.00, per the 2025 MMO. Vote: 3/0	PENSION CONTRIBUTION
Motion by Davis, second by Lee, to appoint the firm of McGill, Power & Bell to audit the townships financial books and records for 2024. Vote: 3/0	APPOINT AUDITING FIRM
Motion by Lee, second by Davis, to appoint Dr. Jason Crilley to the Vacancy Board for 2025. Vote: 3/0	VACANCY BOARD

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Motion by Davis, second by Lee, to warrant Summit Township Elected Tax Collector Debra Cameron to collect real estate taxes for 2025, commission to be \$4.16 per parcel. Vote: 3/0	WARRANT TAX COLLECTOR
Motion by Lee, 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 Davis, second by Lee, to appoint H.A. Berkheimer, Inc. as the Local Services (LST) Tax Collector for 2025, rate of commission to be set at 1.8%. Vote: 3/0	LST TAX COLLECTOR
Motion by Lee, second by Davis, to set the Treasurer's bond in the amount of \$2,000,000 for the year 2025. The bond shall be filed with the Board of Auditors when received. Vote: 3/0	TREASURER'S BOND
Motion by Davis, second by Lee, to approve Resolution #2025-02 – Banking. Vote: 3/0	BANKING/ DEPOSITORY
Motion by Davis, second by Lee, to designate the regular meetings of the Board of Supervisors in 2025 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 Lee, second by Daviss, to establish the 2025 mileage reimbursement rate to be equal to that as established by the IRS. Vote: 3/0	MILEAGE RATE
Motion by Davis, second by Lee, to approve attendance by the Supervisors and authorized employees at the Annual PSATS Conference and to reimburse hotel, mileage and meal expenses. Vote: 3/0	PSATS CONFERENCE ATTENDANCE
Motion by Lee, second by Davis, to appoint Bill First as the Township Coordinator to the Pennsylvania Emergency Management Agency for 2025. Vote: 3/0	PEMA REPRESENTATIVE
Motion by Davis, second by Lee, 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 Lee, second by Davis, to appoint Chris Fette to the Summit Township Sewer Authority Board, term expiring 12/31/2029 and Randy Knoll to fill a term expiring 12/31/2028. Vote: 3/0	STSA BOARD APPOINTMENTS
Motion by Davis, second by Lee, to appoint Sid Schaefer and Chris Gradler to the Summit Township Water Authority Board, terms expiring 12/31/2029. Vote: 2/0, Lee abstained.	STWA BOARD APPOINTMENTS

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Motion by Lee, second by Davis, to appoint Christopher Friday and Ronald McElderry to the Planning Commission, terms expiring 12/31/2028.

PLANNING
COMMISSION

Vote: 3/0

Motion by Davis, second by Lee, to appoint Robert Stewart to the Zoning Hearing Board, term expiring 12/31/2027.

ZONING HEARING
BOARD

Vote: 3/0

Motion by Lee, second by Davis, to appoint Brian Hiles to the Summit Township Industrial and Economic Development Authority (STIEDA), term expiring 12/31/2029.

STIEDA BOARD

Vote: 3/0

Motion by Davis, second by Lee, to repeal Resolution R71-1, establishing a Recreation Board.

REPEAL
RESOLUTION R71-1

Vote: 3/0

Motion by Lee, second by Davis, to approve Resolution #2025-04, Use of 2025 County Liquid Fuels funds for road maintenance.

RESOLUTION
#2025-04
CO LIQUID FUELS

Vote: 3/0

Motion by Davis, second by Lee to approve Resolution #2025-05, Records Disposition.

RESOLUTION
#2025-05

Vote: 3/0

Solicitor Wachter wished everyone a Happy New Year.

SOLICITOR

Engineer Jonas announced that we are currently in the review period for the pollution reduction plan regarding the MS4 program. Also, he has received a telephone call from Erie Co. Executive's office and they are asking for more information regarding the Picnicana Park grant info. The Old Zuck Road project/grant application will not be announced until late 2025.

ENGINEER

Supervisor Lee stated everything is going well and thanked everyone for coming.

SUPERVISORS

Supervisor Davis mentioned all is moving along.

Supervisor Welka said that everything is going OK with the 2 – 4-man crews that we have.

Jim Chojnacki questioned our trucks being in Harborcreek over the storm, Welka and Davis affirmed that this was known and permitted. We often participate in Intergovernmental Cooperation.

PUBLIC COMMENT

Debra Cameron is requesting a 3% increase in tax collector compensation and asked that the street light commission be increase to 3%. This will be presented at the January 21st meeting.

With no further business before the board, motion by Lee, second by Davis, to adjourn meeting at 6:35 p.m.

ADJOURNMENT

Respectfully submitted,

Lisa A. Vallimont
Municipal Secretary