

Union Township Board of Supervisors
 Reorganization Meeting
 January 2, 2018
 11:00am

The Board of Supervisors meeting was called to order by Deborah Sargent at 11:00am. The meeting was held at the Union Township Municipal Building, 3904 Finleyville-Elrama Road, Finleyville, PA. The pledge of allegiance was recited.

Manager, Robert Balogh recognized newly elected Supervisors, Heather Daerr and Richard Lawson. Mr. Balogh noted the official election certificates and a signed oath of office is on file for both Supervisors.

Board members in attendance by roll call were Charles Trax, Deborah Sargent, Heather Daerr, Paul Chasko and Richard Lawson.

Also in attendance, Robert Balogh-Manager, and Nicole Dooley-Secretary.

Motion to nominate Deborah Sargent as temporary chairman.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to nominate Deborah Sargent as Chairman.

Motion by Charles Trax, Second by Paul Chasko

Nomination was declined by Deborah Sargent. Motion died.

Motion to nominate Heather Daerr as Chairman.

Motion by Charles Trax, Second by Deborah Sargent

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

The gavel was then passed to Chairperson Heather Daerr.

Motion to nominate Deborah Sargent as Vice Chairman.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

The following agenda items were discussed during the reorganization meeting.

1. Appointment to fill the following positions for 2018:

- *Solicitor
- *Special Counsel-Zoning Hearing Board
- *Engineer
- *Manager
- *Secretary
- *Treasurer
- *Assistant Treasurer
- *Zoning/Code Enforcement Officer
- *Appoint Acting Road Superintendent
- *Auditor
- *Appoint Keystone Collections for Earned Income Tax Collector
- *Appoint Keystone Collections for Local Services Tax Collector
- *Appoint Sewage Enforcement Officer

2. Other Appointments:

- *Township Representative to Washington County Sewage Council
- *Animal Control Officer
- *Voting Delegate to State Convention
- *Alternate Voting Delegate to State Convention
- *Bank Depository for all Township Funds
- *Inspection Agencies
- *Plan Administrator for all of Township Pension Funds
- *Emergency Management Coordinator
- *Designated Paper for Legal Advertisements
- *Appoint Chairman of Vacancy Board
- * Union Township Representative to Southeastern Regional EMS
- * Road Masters
- *Any Other Appointments

3. Other Actions Required:

- *Authorize Extension of Teamsters Local 205 Contract & Wage Rates
- *Number of Signatories on Township Checks
- *Authorized Signors on Township Checks
- *Schedule Monthly Meeting Dates and Times for Board of Supervisors
- *Set Manager Bond
- *Set Secretary/Assistant Treasurer Bond Amount
- *Set Rate/Wage for Elected Tax Collector
- *Set Bond for Elected Tax Collector
- *Set Bond for Elected Tax Collector for Per Capita, Street Light Tax Collection
- *Adopt Meeting Rules of Conduct
- *Adopt Most Recent Edition of Roberts Rules as the Parliamentary Procedure of Union Township Board of Supervisors Meetings and all Other Meetings
- *Set Mileage Reimbursement for use of Personal Vehicles
- *Approve Fee Schedule for Solicitor
- *Approve Fee Schedule for Acting Road Superintendent
- *Approve Fee Schedule for Harshman CE Group
- *Approve Fee Schedule for Animal Control
- *Approve Auditor Fee Schedule
- *Set Wage Rate for Zoning Hearing Board
- *Authorize Attendance at PSATS Convention

4. Appointments to Fill the Following Vacancies:

- *Planning Commission
- *Recreation Board
- *Zoning Hearing Board
- *Board of Auditors

Motion to appoint Gary Sweat as Solicitor.

Motion by Charles Trax, Second by Heather Daerr

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-Abstain. **Motion Carried.**

Motion to appoint Robert Clarke as special counsel for the Zoning Hearing Board.

Motion by Charles Trax, Second by Paul Chasko

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES. **Motion Carried.**

Motion to appoint James Harshman, Harshman CE Group, LLC. as Union Township Engineer.

Motion by Charles Trax, Second by Heather Daerr

**Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.
Motion Carried.**

Motion to appoint Robert Balogh as Union Township Manager.

Motion by Deborah Sargent, Second by Charles Trax

**Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.
Motion Carried.**

Motion to appoint Nicole Dooley as Union Township Secretary.

Motion by Heather Daerr, Second by Charles Trax

**Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.
Motion Carried.**

Motion to appoint Nicole Dooley as Union Township Treasurer.

Motion by Deborah Sargent, Second by Charles Trax

**Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.
Motion Carried.**

Motion to appoint Robert Balogh as Union Township Assistant Treasurer.

Motion by Heather Daerr, Second by Charles Trax

**Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.
Motion Carried.**

Motion to appoint Jarrod D'Amico as Union Township Zoning/Code Enforcement Officer.

Motion by Deborah Sargent, Second by Charles Trax

**Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.
Motion Carried.**

Motion to appoint Peter Overcashier as Union Township Acting Road Superintendent.

Motion by Deborah Sargent, Second by Charles Trax

**Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.
Motion Carried.**

Motion to appoint Maher Duessel as Auditor.

Motion by Deborah Sargent, Second by Charles Trax

**Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.
Motion Carried.**

Motion to appoint Keystone Collections for Earned Income Tax Collector.

Motion by Heather Daerr, Second by Deborah Sargent

**Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.
Motion Carried.**

Motion to appoint Keystone Collections for Local Service Tax Collector.

Motion by Heather Daerr, Second by Charles Trax

**Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.
Motion Carried.**

Motion to appoint Washington County Sewerage Council as Sewerage Enforcement Officer.

Motion by Heather Daerr, Second by Charles Trax

**Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.
Motion Carried.**

Motion to appoint Robert Balogh as the Union Township representative and Richard Lawson as the alternate to the Washington County Sewerage Council.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to appoint Kyn Seerect as Union Township Animal Control Officer.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to table a voting delegate and alternate voting delegate for PSATS Convention for 2018.

Motion by Heather Daerr, Second by Deborah Sargent

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to appoint Brentwood Bank, Key Bank, PNC Bank, PLGIT and any other current authorized banks as Union Township depository.

Motion by Paul Chasko, Second by Deborah Sargent

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to appoint James Harshman and Harshman CE Group, LLC for residential Inspection Agency.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to appoint Robert Balogh as the plan administrator for all of Union Township Pension Funds.

Motion by Deborah Sargent, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to appoint Lenny Bailey as Union Township Emergency Management Coordinator.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to appoint Observer Reporter as the designated paper for legal advertisements.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to appoint Frank Latorre as Chairman of Vacancy Board.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to appoint Edward Fryc as Union Township representative to Southeastern Regional EMS.

Motion by Charles Trax, Second by Heather Daerr

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to appoint Richard Lawson as a Road Master for 2018.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.
Motion Carried.

Motion to authorize Teamsters Local 205 contract and wage rates for 2018.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to authorize three signatories on Union Township checks.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to authorize all Supervisors, Manager-Assistant Treasurer, Secretary-Treasurer as signors on Union Township checks.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to schedule the Union Township Board of Supervisors monthly meeting schedule as the 2nd and 4th Wednesdays of every month at 6:30pm.

Motion by Charles Trax, Second by Deborah Sargent

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to set the Manager-Assistant Treasurer bond in the amount \$500,000.

Motion by Charles Trax, Second by Heather Daerr

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to set the Secretary-Treasurer bond in the amount of \$500,000.

Motion by Deborah Sargent, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to set the wage rate for the elected Tax Collector as 3% Current and 5% delinquent.

Motion by Charles Trax, Second by Heather Daerr

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to set the elected Tax Collector bond as 30% of Tax Duplicate.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to set the elected Tax Collector bond for Per Capita and Street Light Tax at \$36,000.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to table the meeting rules of conduct.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to adopt the most recent edition of Roberts Rules as the parliamentary procedure of the Union Township Board of Supervisors Meetings and all other meetings.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to set the mileage reimbursement for the use of personal vehicles to the current IRS rate of 0.545 per mile.

Motion by Heather Daerr, Second by Deborah Sargent

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to approve fee schedule for Solicitor.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to approve fee schedule at the rate of \$55.00 per hour for Acting Road Superintendent.

Motion by Deborah Sargent, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to approve fee schedule for Harshman CE Group, LLC.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to approve fee schedule for Animal Control Officer.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to approve fee schedule for the 2017 audit with Maher Duessel.

Motion by Deborah Sargent, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to set wage rate for Zoning Hearing Board at \$45.00 per hour for members and \$50.00 per hour for Zoning Hearing Board Secretary.

Motion by Heather Daerr, Second by Deborah Sargent

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to authorize all Supervisors, Manager-Assistant Treasurer, Secretary-Treasurer attendance to the 2018 PSATS convention.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to table appointments to various Union Township Boards until further discussion with Solicitor, Gary Sweat.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.

Motion Carried.

Motion to approve supplemental December bill list in the amount of \$40,309.71 subject to being true and correct.

Motion by Deborah Sargent, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.
Motion Carried.

Public Comment:

Hal Breinig: 7 Boyka Drive, Finleyville PA. Mr. Breinig informed the Board of Supervisors he will be requesting a meeting possibly in the middle of the month. Mr. Breinig has a gentleman that would like to make a proposal to the Union Township Board of Supervisors regarding possible development. In addition, he also commented on the importance of Union Townships involvement with the Peters Creek Sanitary Authority.


Supervisor Comment:

Supervisor, Richard Lawson thanked everyone for their patience and answering a lot of his questions at today's meeting. He noted he would like consideration regarding quarterly accounting practices in the upcoming year. Mr. Lawson also reported the monthly Engineering cost for Peters Creek Sanitary Authority is around one million dollars. He noted those costs have effected Union Township. The taps are now shut off for Union Township. He stated a law suit has been filed and reported on in the Pittsburgh Post-Gazette.

Motion to adjourn at 2:52pm.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Deborah Sargent-YES, Heather Daerr-YES, Charles Trax-YES, Richard Lawson-YES, Paul Chasko-YES.
Motion Carried.


Nicole L. Dooley, Secretary