



## UNION TOWNSHIP

3904 Finleyville-Elrama Road, Finleyville PA 15332  
Phone: 724-348-4250 / Fax: 724-348-8234 / [www.uniontwp.com](http://www.uniontwp.com)

---

Heather Daerr, Chairman  
Charles E. Trax, Jr., Vice-Chairman  
Richard L. Lawson, Supervisor/Treasurer  
David A. Esken, Supervisor  
Michalle Dupree, Supervisor

Roberta J. Singer, Secty/Asst. Treasurer  
Terri Gladus, Project Manager  
Sweat Law Offices, Solicitor  
Harshman CE Group, LLC, Engineers  
Palermo/Kissinger Associates, Inc., CPA

### AGENDA Reorganization Meeting January 3, 2022 5:00 p.m.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Proof of Publication
5. Moment of Prayer
6. Public Comment
7. Installation of new Supervisors – Michalle Dupree and David Esken – whose Oaths of Office have been received by the Township Office.
8. Election of Board Officers
  - Chairman
  - Vice Chairman
9. Appointments to fill the following positions for year 2022:
  - Solicitor
  - Special Counsel – Zoning Hearing Board
  - Engineer
  - CPA
  - Treasurer
  - Secretary / Asst. Treasurer
  - Zoning / Code Enforcement Officer
  - Auditor for 2021 DCED Audit

- Earned Income Tax Collector
- Local Services Tax Collector
- Sewage Enforcement Officer
- Planning Director
- Solicitor for Planning Department
- Project Manager
- Right to Know Officer

10. Other Appointments for 2022:

- Township Rep for Washington County Sewage Council
- Animal Control Officer
- Voting Delegate to State Convention
- Alternate Voting Delegate to State Convention
- Depositories for all Township funds
- Inspection Agencies
- Plan Administrator for all Township Pension Funds
- Emergency Management Coordinator
- Designated paper for legal advertisements
- Appointment of Chairman of Vacancy Board
- Appointment of Township Representative to WESA Board – 5-year term
- Appointment of Road Master
- Appointment of Road Master
- Appointment of Road Master
- Appointment of Road Master
- Department Heads:
  - o Office / Administration
  - o Road Department
  - o Police & Fire
  - o Parks & Recreation
- Any other necessary appointments
- Appointment of Township Representative to SEREMS

11. Other Actions Required:

- Authorize extension of Teamsters Local 205 Contract & Wage Rates
- Authorized signors on Township Checks
- Schedule monthly meeting dates and time for Board of Supervisors
- Schedule monthly meeting dates and times for Union Township Planning Department
- Set Bond Amount for Treasurer
- Set Bond Amount for Secretary / Ass't. Treasurer
- Set Rate / Wage for Elected Tax Collector
- Set Bond Amount for Elected Tax Collector
- Set Bond Amount for Elected Tax Collector for Per Capita, Street Light Tax Collection
- Set mileage reimbursement rate for use of personal vehicles
- Approve Fee Schedule for Solicitor
- Approve Fee Schedule for Engineer
- Approve Fee Schedule for CPA
- Approve Fee Schedule for Animal Control
- Approve Auditor Fee Schedule
- Set Wage Rate for Zoning Hearing Board

- Authorize Attendance at PSATS Convention
- Approve / Deny Sweat Law Offices to act as Union Township Human Relations Council for 2022
- Adopt Rules of Conduct
- Adopt Most Robert's Rules as the Parliamentary Procedure of Union Township Board of Supervisors meeting and all other meeting.
- Approve / Deny Sweat Law Offices the ability to appoint and hire a labor attorney for Union Township at the discretion if the event arises.
- Approve / Deny 2022 Township Fee Schedule conditioned upon review and approval of suggested updates.

12.Appointments to fill the following vacancies:

- Planning Department
- Zoning Hearing Board
- Board of Auditors
- Parks & Recreation Board

13.Any Other Business

- Acceptance of Vincent Verrenti's resignation from the road crew position.
- Any other items as appropriate

14. Approve / Deny Bill Pay List for the Brentwood Bank General Fund in the amount of \$92,641.14.

15.Approve / Deny Bill Pay List for the Brentwood Bank Elrama Sewage Account in the amount of \$16.73.

16.Public Comment

17.Remarks from Supervisors

18.Adjournment of Reorganization Meeting at \_\_\_\_\_ p.m.