

HANOVER TOWNSHIP
AGENDA FOR REORGANIZATION MEETING
& OTHER BUSINESS BEFORE THE BOARD

JANUARY 6, 2014
7:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLE CALL

REORGANIZATION

1. APPOINT CHAIRMAN

Motion: To appoint Kevin Lemmi as Chairman

Motion: Herbert Grubbs 2nd: David Duerr

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

2. WELCOME

Mr. Lemmi stated that with a Board consisting of 3 members, hopefully things will go more smoothly.

3. APPOINT VICE CHAIRMAN

Motion: To appoint David Duerr as Vice Chair

Motion: Herbert Grubbs 2nd: Kevin Lemmi

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

4. APPOINT SUPERVISOR IN CHARGE OF THE PUBLIC SAFETY DEPARTMENT FOR 2014

Motion: To appoint David Duerr in charge of Public Safety for 2014.

Motion: Kevin Lemmi 2nd: Herbert Grubbs

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

5. APPOINT SUPERVISOR IN CHARGE OF THE ROAD DEPARTMENT FOR 2014

Motion: To appoint Herbert Grubbs in charge of the Road Department for 2014.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

6. APPOINT SUPERVISOR IN CHARGE OF THE GENERAL OFFICE ADMINISTRATION FOR 2014

Motion: To appoint Kevin Lemmi in charge of the General Office Administration for 2014.

Motion: David Duerr 2nd: Herbert Grubbs

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

7. APPOINT SECRETARY/TREASURER FOR 2014

Motion: To appoint Wendy Turrentine as Secretary/Treasurer for 2014.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

8. APPOINT TOWNSHIP SOLICITOR FOR 2014

Motion: To appoint Makel & Associates as the solicitor for 2014 at the rate of \$90 per hour with free phone calls and a monthly retainer of \$150 to include attendance of the Township Meeting.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

9. APPOINT SUPERVISOR IN CHARGE OF GRANTS, INSURANCE AND AS THE PENSION ADMINISTRATOR FOR 2014
Motion: To appoint David Duerr in charge of Grants, Insurance and the Pension Administrator.
 Motion: Herbert Grubbs 2nd: Kevin Lemmi
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

10. APPOINT SUPERVISOR TO OVERSEE ZONING & PLANNING FOR 2014
Motion: To appoint Herbert Grubbs to oversee Zoning and Planning for 2014.
 Motion: David Duerr 2nd: Kevin Lemmi
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

11. SET THE REGULAR MONTHLY MEETING FOR 2014
Motion: To set the Regular Township Meeting for the 3rd Thursday of each month at 7:30pm and authorize the advertisement of such.
 Motion: Kevin Lemmi 2nd: Herbert Grubbs
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

12. APPOINT TOWNSHIP ENGINEER FOR THE YEAR 2014
Motion: To appoint KLH as the Township Engineer for 2014.
 Motion: Herbert Grubbs 2nd: Kevin Lemmi
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

13. APPOINT ZONING OFFICER FOR THE YEAR 2014 AND SET MONTHLY WAGE
Motion to appoint Donald Patterson as the Zoning Officer for 2014 and set the monthly wage at \$165 per month with the addition of attendance fees for the Zoning Hearing Board.
 Motion: Herbert Grubbs 2nd: Kevin Lemmi
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

14. APPOINT NUISANCE ABATEMENT OFFICER FOR THE YEAR 2014
Motion: To appoint Bill Michael as the Nuisance Abatement Officer for 2014.
 Motion: David Duerr 2nd: Herbert Grubbs
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

15. APPOINT OFFICER IN CHARGE FOR TOWNSHIP POLICE
Motion: To appoint Stanley Henry as the Officer in Charge for 2014.
 Motion: David Duerr 2nd: Kevin Lemmi
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

16. RESOLUTION 2014-1 TO APPOINT MEMBER TO THE ZONING HEARING BOARD FOR THE TERM TO EXPIRE 12/31/2016
Motion: To appoint William Schramm to the Zoning Hearing Board for a term to expire 12/31/2016 by adopting resolution 2014-1.
 Motion: Herbert Grubbs 2nd: David Duerr
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

17. SET THE RATE OF PAY OF \$85 PER PUBLIC MEETING FOR THE ZONING HEARING BOARD
Motion: To set the rate of \$85 per hearing for the members of the Zoning Hearing Board.
 Motion: Kevin Lemmi 2nd: Herbert Grubbs
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

18. APPOINT 3 MEMBERS TO THE BUILDING CODE APPEALS BOARD FOR 2014
Motion: To appoint Ron Faux, Paul Paden and Dave Donati to the Building Code Appeals Board for 2014.
 Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

19. SET THE RATE OF PAY OF \$85 PER PUBLIC MEETING FOR THE BUILDING CODE APPEALS BOARD

Motion: To set the rate of \$85 per hearing for the members of the Building Code Appeals Board.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

20. APPOINT MEMBER TO THE SEWER BOARD AUTHORITY FOR A TERM TO EXPIRE 12/31/2019
Tabled

21. APPOINT 1 MEMBER TO THE PLANNING COMMISSION FOR A TERM TO EXPIRE 12/31/2017

Motion: To appoint Theodore Shiska to the Planning Commission for a term to expire 12/31/17.

Motion: Herbert Grubbs 2nd: David Duerr

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

22. APPOINT EMERGENCY MANAGEMENT COORDINATOR FOR THE YEAR 2014

Motion: To appoint James Donohue as the Emergency Management Coordinator for 2014.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

23. APPOINT MEMBER TO THE VACANCY BOARD FOR THE YEAR 2014

Motion: To appoint Shawn Miller to the Vacancy Board for 2014.

Motion: Herbert Grubbs 2nd: Kevin Lemmi

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

24. AUTHORIZED A BOND FOR THE SECRETARY/TREASURER \$750,000 AND THE TAX COLLECTOR FOR 30% OF TAX DUPLICATE FOR 2014

Motion: To authorize the bond of \$750,000 for the Secretary/Treasurer and the bond for the Tax Collector in the amount of 30% of the Tax Duplicate. Tax Duplicate is \$69,401.41 @ 30% is \$23,133.80.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

25. APPOINT ROAD FOREMAN FOR 2014

Motion: To appoint Dale Handick as the Road Foreman for 2014.

Motion: Herbert Grubbs 2nd: David Duerr

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

26. APPOINT ASSISTANT ROAD FOREMAN FOR 2014

Motion: To appoint John Delich as the Assistant Road Foreman for 2014.

Motion: Herbert Grubbs 2nd: Kevin Lemmi

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

Hourly Wages below include a 3% increase over 2013

27. APPROVE THE FOLLOWING WAGES FOR THE ROAD DEPARTMENT FOR 2014

a. ROAD FOREMAN **\$20.79**

b. ASSISTANT ROAD FOREMAN **\$20.51**

c. FULL TIME OPERATOR, TRUCK DRIVER & LABORER WITH CDL **\$19.33**

d. PART TIME OPERATOR, TRUCK DRIVER & LABORER WITH CDL **\$18.77**

e. PAY OVERTIME WAGES FOR ANY TIME WORKED OVER 40 HOURS PER WEEK

Motion: To approve the wages for the Road Crew for 2014.

Motion: Herbert Grubbs 2nd: David Duerr

Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

28. APPROVE THE WAGE FOR THE SECRETARY/TREASURER FOR 2014
Motion: To approve the hourly rate for the Secretary/Treasurer at \$13.92 for 2014.
 Motion: Kevin Lemmi 2nd: David Duerr
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**
29. APPROVE THE FOLLOWING WAGES FOR FIRE MAINTENANCE PERSONNEL FOR 2014
Motion: To approve the hourly rate for Fire Maintenance Personnel at \$11.71 for 2014.
 Motion: David Duerr 2nd: Kevin Lemmi
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**
30. SET PAY FOR KATHLEEN HALL AT \$85 PER CLEANING
Motion: To set the rate per cleaning to Kathleen Hall at \$85 for 2014.
 Motion: Kevin Lemmi 2nd: David Duerr
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**
31. SET CLOTHING ALLOWANCE FOR THE FIRE DEPARTMENT EMPLOYEES TO \$80 FOR 2014
Motion: To set the clothing allowance at \$80 for Fire Maintenance Personnel for 2014.
 Motion: Kevin Lemmi 2nd: David Duerr
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**
32. APPOINT THREE MEMBERS TO THE HANOVER PARK BOARD FOR A TERM TO END 12/31/2016
Motion: To appoint Patty Rhoades, Amy Froats and Laura Seech to the Hanover Park Board for a term to expire 1/31/2016.
 Motion: David Duerr 2nd: Kevin Lemmi
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**
33. **RESOLUTION 2014-2** TO DESIGNATE PLGIT AS DEPOSITOR FOR THE STATE LIQUID FUELS FOR 2014
Motion: To adopt Resolution 2014-2 designating PLGIT as the depositor for the Liquid Fuel Funds.
 Motion: Kevin Lemmi 2nd: David Duerr
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**
34. **RESOLUTION 2014-3** TO DESIGNATE PNC BANK AS DEPOSITOR FOR ALL OTHER TOWNSHIP FUNDS FOR 2014
Motion: To adopt Resolution 2014-3 designating PNC as the depositor for all other Township Funds.
 Motion: Kevin Lemmi 2nd: David Duerr
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**
35. APPOINT OPEN RECORDS OFFICER AND AN ALTERNATE
Motion: To appoint Wendy Turrentine as the Open Records Officer and Kevin Lemmi as the alternate for 2014.
 Motion: David Duerr 2nd: Kevin Lemmi
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**
36. AUTHORIZE THE SUPERVISOR IN CHARGE OF THE ROAD DEPARTMENT TO ISSUE ROAD ENCROACHMENT PERMITS FOR 2014
Motion: To authorize Herbert Grubbs to issue Road Encroachment Permits for 2014.
 Motion: Kevin Lemmi 2nd: David Duerr
 Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**
37. AUTHORIZE MILEAGE AT THE RATE SET BY THE IRS WHEN SECRETARY OF THE ZONING BOARD, SECRETARY, ROAD FOREMAN AND SUPERVISORS USE THEIR OWN VEHICLES FOR TOWNSHIP BUSINESS
Motion: To authorize mileage at a rate set by the IRS for the secretary of the Zoning Hearing Board, Secretary, Road Foreman, Zoning Officer and Supervisors when using their personal vehicles.

Motion: Kevin Lemmi 2nd: David Duerr
Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

38. RESOLUTION 2014-4 TO REAPPOINT THE CATANESE GROUP FOR THE 2013 DCED AUDIT
Motion: To adopt Resolution 2014-4 appointing the Catanese Group to complete the DCED Audit for 2013.

Motion: Kevin Lemmi 2nd: Herbert Grubbs
Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

39. FEES; ATTACHED FEE SCHEDULE
Motion: To approve the Fee Schedule for the Township with changes to the fee for a Zoning Hearing and the fee for Investigative Information and the fee schedule for Tax Collector Charleen Grey.

Motion: David Duerr 2nd: Kevin Lemmi
Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

40. PUBLIC OFFICIALS INSURANCE BINDER
Motion: To approve the proposal for the Public Officials Liability Insurance from Western World Insurance Company for the renewal premium of \$9,933.

Motion: Kevin Lemmi 2nd: David Duerr
Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

41. PROPERTY TAX BILLING FROM APRIL 1ST TO JUNE 1ST
Motion: To authorize the Tax Collector, Charleen Grey, to send out the Tax Duplicates for 2014 June 1st.

Motion: Kevin Lemmi 2nd: David Duerr
Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

42. AUTHORIZE THE ADVERTISEMENT FOR PLANNING COMMISSION MEETING
Motion: To authorize the advertisement for the Reorganization Meeting of the Planning Commission and any other business to come before that Board for January 14, 2014 at 7:30pm.

Motion: Herbert Grubbs 2nd: Kevin Lemmi
Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

Motion: To set the date and advertise for a public hearing regarding a project proposed by Hyrdo Recovery; also to permit the advertisement of a special meeting of the Township Supervisors if necessary.

Motion: Herbert Grubbs 2nd: Kevin Lemmi
Vote: Mr. Lemmi – yes, Mr. Duerr – yes, Mr. Grubbs – yes **Motion Passed**

Not on Agenda:

1. Road Department Truck
Mr. Grubbs explained that the Road Crew discovered frame damage on one of the large dump trucks while making other repairs and stated that he would like to authorize Dale Handick to begin looking for a replacement truck.

ADJOURN: 8:41

Kevin Lemmi, Chairman

David Duerr, Vice Chair

Herbert Grubbs, Supervisor

ATTEST: _____
Wendy M. Turrentine, Secretary/Treasurer

Date