

HANOVER TOWNSHIP
REORGANIZATION MEETING
JANUARY 3, 2017
7:30 PM

The Hanover Township Board of Supervisors held their **Reorganization Meeting** on **Tuesday, January 3, 2017** at the Municipal Building, the meeting commenced at 7:35pm. Those present were Mr. Dale Handick- Chairman, Mr. Herb Grubbs-Vice Chair, Mr. Kevin Lemmi-Supervisor and Audrey Wingard Secretary/Treasurer.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLE CALL

REORGANIZATION

1. APPOINT CHAIRMAN

Motion: Appoint Mr. Dale Handick Chairman of the Board

Motion: Mr. Grubbs 2nd: Mr. Lemmi

Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

2. WELCOME - Mr. Handick welcomed everyone to the meeting.

3. APPOINT VICE CHAIRMAN

Motion: Appoint Mr. Herb Grubbs Vice Chair

Motion: Mr. Lemmi 2nd: Mr. Handick

Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

4. APPOINT SUPERVISOR IN CHARGE OF THE PUBLIC SAFETY DEPARTMENT FOR 2017

Motion: Appoint Mr. Lemmi the supervisor in charge of the Public Safety Department for 2017

Motion: Mr. Handick 2nd: Mr. Grubbs

Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

5. APPOINT SUPERVISOR IN CHARGE OF THE ROAD DEPARTMENT FOR 2017

Motion: Appoint Mr. Handick Supervisor in charge of the Road Department

Motion: Mr. Grubbs 2nd: Mr. Lemmi

Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

6. APPOINT SUPERVISOR IN CHARGE OF THE GENERAL OFFICE ADMINISTRATION FOR 2017

Motion: Appoint Mr. Herb Grubbs Supervisor in charge of General Office Administration for 2017

Motion: Mr. Handick 2nd: Mr. Lemmi

Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

7. APPOINT SECRETARY/TREASURER FOR 2017

Motion: Appoint Audrey Wingard secretary/treasurer for 2017

Motion: Mr. Grubbs 2nd: Mr. Handick

Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

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8. APPOINT TOWNSHIP SOLICITOR FOR 2017
Motion: Appoint Mr. Dennis Makel and Associates as Solicitor for the year 2017
 Motion: Mr. Grubbs 2nd: Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
9. APPOINT SUPERVISOR IN CHARGE OF GRANTS & INSURANCE FOR 2017
Motion: Appoint Mr. Grubbs Supervisor in Charge of Grants and Insurance for 2017
 Motion: Mr. Handick 2nd: Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
10. APPOINT SUPERVISOR AS PENSION ADMINISTRATOR FOR 2017
Motion: Appoint Mr. Kevin Lemmi as Pension Administrator for 2017
 Motion: Mr. Grubbs 2nd: Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
11. APPOINT SUPERVISOR TO OVERSEE ZONING & PLANNING FOR 2017
Motion: Appoint Mr. Grubbs to oversee Zoning and Planning for 2017
 Motion: Mr. Handick Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
12. APPOINT SUPERVISOR TO OVERSEE TOWNSHIP PARK CONSTRUCTION PROJECTS
Motion: Appoint Mr. Grubbs to oversee Township Park Construction Projects
 Motion: Mr. Lemmi 2nd: Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
13. SET THE REGULAR MONTHLY MEETING FOR 2017
Motion: Set the Regular Monthly Meeting for 2017 on third Thursday of the month at 7:30, motion to include advertisement of Regular Monthly Meeting
 Motion: Mr. Handick 2nd: Mr. Grubbs
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
14. APPOINT TOWNSHIP ENGINEER FOR THE YEAR 2017
Motion: Reappoint Widmer Engineering of Beaver Falls as the Township Engineer for 2017
 Motion: Mr. Grubbs 2nd: Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
15. APPOINT ZONING OFFICER FOR THE YEAR 2017 AND SET MONTHLY WAGE
Motion: Appoint Don Patterson Zoning Officer at the monthly wage of \$165.00.
 Motion: Mr. Grubbs 2nd: Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
16. APPOINT NUISANCE ABATEMENT OFFICER FOR THE YEAR 2017
Motion: Appoint Mark Gordon Nuisance Abatement Officer for 2017.
 Mr. Lemmi questions whether he is available.
 Motion: Mr. Grubbs 2nd: Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
17. APPOINT OFFICER IN CHARGE FOR TOWNSHIP POLICE
Motion: Appoint Stan Henry Officer in Charge for 2017
 Motion: Mr. Lemmi 2nd: Mr. Grubbs
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

18. **RESOLUTION 2017-1 TO APPOINT MEMBER TO THE ZONING HEARING BOARD FOR THE TERM TO EXPIRE 12/31/2019**
Motion: Adopt Resolution 2017-1 William Schramm to Zoning Hearing Board for the Term to expire 12/31/2019
 Motion: Mr. Grubbs 2nd: Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
19. **AUTHORIZE PAYMENT TO THE ZONING HEARING BOARD MEMBERS AND SECRETARY OF \$85 FOR EACH MEETING ATTENDING IN 2017**
Motion: Authorize payment to the Zoning Hearing Board Members for \$85 for each hearing attended in 2017
 Motion: Mr. Grubbs 2nd: Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
20. **APPOINT 3 MEMBERS TO THE BUILDING CODE APPEALS BOARD FOR 2017**
Motion: Appoint Paul Paden, Ron Faux and Dave Donati to the Building Code Appeals Board for 2017 with a pay rate of \$85 per public meeting.
 Motion: Mr. Handick 2nd: Mr. Grubbs
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
21. **APPOINT MEMBER TO THE SEWER BOARD AUTHORITY FOR A TERM TO EXPIRE 12/31/2021**
Motion: Appoint Gregory Call to the Sewer Board Authority for a term to expire 12/31/2021
 Motion: Mr. Handick 2nd: Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
22. **APPOINT 1 MEMBERS TO THE PLANNING COMMISSION FOR A TERM TO EXPIRE 12/31/2020**
Motion: Appoint Dave Neely to the Planning Commission for a Term to expire 12/31/2020.
 Motion: Mr. Handick 2nd: Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
23. **SET COMPENSATION FOR THE PLANNING COMMISSION AT \$30 PER MEETING FOR NON-ELECTED MEMBERS**
Motion: Set compensation for non-elected members of the Planning Commission at \$30 per meeting.
 Motion: Mr. Grubbs 2nd: Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
24. **APPOINT EMERGENCY MANAGEMENT COORDINATOR FOR THE YEAR 2017**
Motion: Appoint Jim Donohue as Emergency Management Coordinator for the year 2017.
 Motion: Mr. Handick 2nd: Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
25. **APPOINT MEMBER TO THE VACANCY BOARD FOR THE YEAR 2017**
Motion: Reappoint Shawn Miller to the Vacancy Board for the year 2017.
 Motion: Mr. Lemmi 2nd: Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
26. **APPOINT BERT MILLS AND MARY SINGER AS AUDITORS 2017**
Motion: Reappoint Bert Mills and Mary Singer as auditors for 2017.
 Motion: Mr. Grubbs 2nd: Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

27. MOTION TO REQUEST AUDITORS TO SET DALE HANDICK'S WAGES
Motion: Request Auditors to set Dale Handick's wages while working at the Road Department with standard benefits.
 Motion: Mr. Grubbs 2nd: Mr. Lemmi
 Vote: Mr. Handick-abstain Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
28. AUTHORIZE THE BOND FOR THE SECRETARY/TREASURER FOR \$1,000,000 upon renewal
Motion: Authorize Bond for secretary/treasurer for \$1,000,000
 Motion: Mr. Handick 2nd: Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
29. APPOINT ROAD FOREMAN FOR 2017
Motion: Appoint Dale Handick Road Foreman for 2017.
 Motion: Mr. Lemmi 2nd: Mr. Grubbs
 Vote: Mr. Handick-abstain Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
30. APPOINT ASSISTANT ROAD FOREMAN FOR 2017
Motion: Appoint Thomas Fehl Assistant Road Foreman for 2017
 Motion: Mr. Lemmi 2nd: Mr. Grubbs
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
31. APPROVE THE FOLLOWING WAGES FOR THE ROAD DEPARTMENT FOR 2017
 a. ROAD FOREMAN \$22.45
 b. ASSISTANT ROAD FOREMAN \$22.14
 c. FULL TIME OPERATOR, TRUCK DRIVER & LABORER WITH CDL \$20.86
 d. PART TIME OPERATOR, TRUCK DRIVER & LABORER WITH CDL \$20.24
 e. PAY OVERTIME WAGES FOR ANY TIME WORKED OVER 40 HOURS PER WEEK
Motion: Authorize above wage scale for 2.5% increase for 2017 wages for the Road Department.
 Motion: Mr. Lemmi 2nd: Mr. Grubbs
 Vote: Mr. Handick-abstain Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
32. APPROVE THE WAGE FOR THE SECRETARY/TREASURER FOR 2017
Motion: Approve the wage for secretary/treasurer at \$17.43 for 2017.
 Motion: Mr. Grubbs 2nd: Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
33. APPROVE THE WAGES FOR FIRE MAINTENANCE PERSONNEL FOR 2017
Motion: Approve the wage for Fire Maintenance Personnel for 2017 at \$12.61/hr. for 2017
 Motion: Mr. Handick 2nd: Mr. Grubbs
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
34. SET PAY FOR KATHLEEN HALL AT \$90 PER CLEANING
Motion: Approve pay for Kathleen Hall at \$90.00 per cleaning for 2017
 Motion: Mr. Handick 2nd: Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
35. SET CLOTHING ALLOWANCE FOR THE FIRE DEPARTMENT EMPLOYEES TO \$80 FOR 2017
Motion: Set clothing allowance for the fire maintenance employees at \$90.00 for 2017.
 Motion: Mr. Grubbs 2nd: Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

36. **RESOLUTION 2017-2 TO DESIGNATE PLGIT AS DEPOSITOR FOR THE STATE LIQUID FUELS FOR 2017**
Motion: Authorize Resolution-2017-2 designating PLGIT as depositor for State Liquid Fuels for 2017.
 Motion: Mr. Handick 2nd: Mr. Grubbs
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
37. **RESOLUTION 2017-3 TO DESIGNATE First Commonwealth BANK AS DEPOSITOR FOR ALL OTHER TOWNSHIP FUNDS FOR 2017**
Motion: Authorize Resolution 2017-3 to designate First Commonwealth Bank as depositor for all other Township Funds for 2017
 Motion: Mr. Handick 2nd: Mr. Grubbs
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
38. **APPOINT OPEN RECORDS OFFICER AND AN ALTERNATE**
Motion: Appoint Audrey Wingard as Open Records Officer with Mr. Grubbs as alternate.
 Motion: Mr. Handick 2nd Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
39. **AUTHORIZE THE SUPERVISOR IN CHARGE OF THE ROAD DEPARTMENT TO ISSUE ROAD ENCROACHMENT PERMITS AND TO RELEASE ROAD BOND AFTER THE ENGINEER'S FINAL INSPECTION REPORT FOR 2017**
Motion: Authorize Supervisor in charge of Road Department to issue road encroachment permits and to release road bonds after the engineer's final inspection report for the year 2017.
 Motion: Mr. Handick 2nd: Mr. Grubbs
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
40. **AUTHORIZE MILEAGE AT THE RATE SET BY THE IRS (53.5¢) WHEN SECRETARY OF THE ZONING BOARD, SECRETARY, ROAD FOREMAN AND SUPERVISORS USE THEIR OWN VEHICLES FOR TOWNSHIP BUSINESS FOR 2017.**
Motion: Authorize mileage rate set by the IRS (53.5¢) when secretary of the secretary, road foreman and Supervisors use their own vehicles for Township business.
 Motion: Mr. Handick 2nd: Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
41. **MOTION TO ADVERTISE FOR AN AUDITING FIRM TO COMPLETE 2016 DCED AUDIT**
Motion: Authorize December advertisement for DCED auditing firm for 2016 audit and for advertising again if necessary.
 Motion: Mr. Grubbs 2nd: Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
42. **SET FEES SCHEDULE AS ATTACHED**
Motion: Approve fee schedule as published for 2017.
 Motion: Mr. Grubbs 2nd: Mr. Lemmi
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**
43. **APPROVE INSURANCE QUOTES FOR GENERAL LIABILITY FROM HDH INSURANCE GROUP.**
Motion: Accept HDH General Liability Insurance for 2017 at the rate of \$30,057.00.
 Motion: Mr. Lemmi 2nd: Mr. Grubbs
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

44. APPROVE INSURANCE QUOTE FROM HUNTINGTON INSURANCE FOR PUBLIC OFFICIALS LIABILITY INSURANCE AND POLICE PROFESSIONAL LIABILITY.

Motion: Approve insurance quote from Huntington Insurance for Public Officials Liability at a cost of \$8,454.00 and Police Professional Liability at a cost of \$38,862.00.

Motion: Mr. Lemmi 2nd: Mr. Lemmi
Vote: Mr. Handick-yes, Mr. Grubbs-yes, Mr. Lemmi-yes **Motion Passed**

45. PROPERTY TAX BILLING FROM APRIL 1ST TO JUNE 1ST

Motion: Authorize Property Tax billing to move to June 1st.

Motion: Mr. Grubbs Mr. Handick
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

46. SET WAGES FOR POLICE

Motion: Set Police wages as follows: Patrolman: \$18.50, Probationary Patrolman \$15.99, O-I-C \$19.00 and training rate of \$10.23

Motion: Mr. Lemmi 2nd: Mr. Handick
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

47. RESOLUTION 2017-4 SETTING PROPERTY TAX MILLAGE FOR 2017

Motion: Approve Resolution 2017-4 setting property tax millage at .33 for 2017

Motion: Mr. Grubbs 2nd: Mr. Lemmi
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

48. APPOINT DELEGATE TO COUNTY TAX COMMISSION

Motion: Appoint Audrey Wingard to the County Tax Commission

Motion: Mr. Lemmi 2nd: Mr. Handick
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

49. APPOINT ANIMAL CONTROL OFFICER FOR 2017

Motion: Appoint Kym Secret as Animal Control Officer for 2017 at a rate of \$300.00

Motion: Mr. Grubbs 2nd: Mr. Lemmi
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

Motion to Adjourn: Mr. Lemmi 2nd: Mr. Handick

Meeting Adjourned: 8:49 pm




Dale Handick, Chairman



Herbert Grubbs, Vice Chair



Kevin Lemmi, Supervisor

ATTEST: 

Audrey Wingard, Secretary/Treasurer



Date