

HANOVER TOWNSHIP
REORGANIZATION MEETING
JANUARY 7, 2019
7:30 PM

The Hanover Township Board of Supervisors held their **Reorganization Meeting** on **Tuesday, January 7, 2019** at the Municipal Building, the meeting commenced at 7:30pm. Those present were Mr. Dale Handick-Chairman, Mr. Herb Grubbs-Vice Chair, Mr. William Michael-Supervisor and Audrey Wingard Secretary/Treasurer.

CALL TO ORDER

ROLE CALL

PLEDGE OF ALLEGIANCE

REORGANIZATION

1. APPOINT CHAIRMAN

Motion: Appoint Mr. Dale Handick Chairman of the Board

Motion: Mr. Grubbs 2nd: Mr. Michael

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

2. APPOINT VICE CHAIRMAN

Motion: Appoint Mr. Herb Grubbs Vice Chair

Motion: Mr. Handick 2nd: Mr. Michael

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

3. APPOINT SUPERVISOR IN CHARGE OF THE PUBLIC SAFETY DEPARTMENT FOR 2019

Motion: Appoint Mr. William Michael the supervisor in charge of the Public Safety Department for 2019

Motion: Mr. Grubbs 2nd: Mr. Handick

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

4. APPOINT SUPERVISOR IN CHARGE OF THE ROAD DEPARTMENT FOR 2019

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

Motion: Mr. Micheal 2nd: Mr. Grubbs

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

5. APPOINT SUPERVISOR IN CHARGE OF THE GENERAL OFFICE ADMINISTRATION FOR 2019

Motion: Appoint Mr. Herb Grubbs Supervisor in charge of General Office Administration for 2019

Motion: Mr. Michael 2nd: Mr. Handick

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

6. APPOINT SECRETARY/TREASURER FOR 2019

Motion: Appoint Audrey Wingard secretary/treasurer for 2019

Motion: Mr. Grubbs 2nd: Mr. Michael

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

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7. APPOINT TOWNSHIP SOLICITOR FOR 2019
Motion: Appoint Mr. Dennis Makel and Associates as Solicitor for the year 2019
 Motion: Mr. Michael 2nd: Mr. Grubbs
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
8. APPOINT SUPERVISOR IN CHARGE OF GRANTS & INSURANCE FOR 2019
Motion: Appoint Mr. Grubbs Supervisor in Charge of Grants and Insurance for 2019
 Motion: Mr. Handick 2nd: Mr. Michael
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
9. APPOINT A PENSION ADMINISTRATOR FOR 2019
Motion: Appoint Audrey Wingard as Pension Administrator
 Motion: Mr. Grubbs 2nd: Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
10. APPOINT SUPERVISOR TO OVERSEE ZONING & PLANNING FOR 2019
Motion: Appoint Mr. Grubbs to oversee Zoning and Planning for 2019
 Motion: Mr. Michael Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
11. APPOINT SUPERVISOR TO OVERSEE TOWNSHIP PARK CONSTRUCTION PROJECTS
Motion: Appoint Mr. Grubbs to oversee Township Park Construction Projects
 Motion: Mr. Handick 2nd: Mr. Michael
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
12. APPOINT FLOOD PLAN ADMINISTRATOR FOR 2019
Motion: Appoint Mr. Grubbs to Flood Plan Administration for 2019
Motion: Mr. Michael 2nd: Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
13. SET THE REGULAR MONTHLY MEETING FOR 2019
Motion: Set the Regular Monthly Meeting for 2019 on third Thursday of the month at 7:30, motion to include authorization to advertise Regular Monthly Meeting
 Motion: Mr. Grubbs 2nd: Mr. Michael
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
14. APPOINT TOWNSHIP ENGINEER FOR THE YEAR 2019
Motion: Re-appoint Widmer Engineering of Beaver Falls as the Township Engineer for 2019
 Motion: Mr. Handick 2nd: Mr. Michael
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
15. APPOINT ZONING OFFICER FOR THE YEAR 2019 AND SET MONTHLY WAGE
Motion: Re-appoint Don Patterson Zoning Officer at the monthly wage of \$165.00.
 Motion: Mr. Grubbs 2nd: Mr. Michael
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
16. APPOINT NUISANCE ABATEMENT OFFICER FOR THE YEAR 2019
Motion: Appoint Mark Gordon Nuisance Abatement Officer for 2019.
 Mr. Michael questions whether he is available.
 Motion: Mr. Grubbs 2nd: Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

17. APPOINT OFFICER IN CHARGE FOR TOWNSHIP POLICE
Motion: Re-appoint Stan Henry Officer in Charge for 2019
 Motion: Mr. Michael 2nd: Mr. Grubbs
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
18. RESOLUTION 2019-1 TO APPOINT MEMBER TO THE ZONING HEARING BOARD FOR THE TERM TO EXPIRE 12/31/2021
Motion: Adopt Resolution 2019-1 to appoint Mary Lemmi to Zoning Hearing Board for the Term to expire 12/31/2021
 Motion: Mr. Grubbs 2nd: Mr. Michael
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
19. AUTHORIZE PAYMENT TO THE ZONING HEARING BOARD MEMBERS AND SECRETARY OF \$85 FOR EACH MEETING ATTENDING IN 2019
Motion: Authorize payment to the Zoning Hearing Board Members for \$85 for each hearing attended in 2019
 Motion: Mr. Handick 2nd: Mr. Grubbs
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
20. APPOINT 3 MEMBERS TO THE BUILDING CODE APPEALS BOARD FOR 2019
Motion: Re-appoint Paul Paden, Dave Donati and Dave Miller to the Building Code Appeals Board for 2019 with a pay rate of \$85 per public meeting.
 Motion: Mr. Grubbs 2nd: Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
21. SET THE RATE OF PAY OF \$85 PER PUBLIC MEETING FOR THE BUILDING CODE APPEALS BOARD MEMBERS
Motion: Authorize payment to the Building Code Appeals Board Members for \$85 for each hearing attended in 2019
 Motion: Mr. Handick 2nd: Mr. Michael
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
22. APPOINT MEMBER TO THE SEWER BOARD AUTHORITY FOR A TERM TO EXPIRE 12/31/2023
Motion: Appoint Chris Trudy to the Sewer Board Authority for a term to expire 12/31/2023
 Motion: Mr. Handick 2nd: Mr. Michael
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
23. APPOINT 1 MEMBERS TO THE PLANNING COMMISSION FOR A TERM TO EXPIRE 12/31/2022
Motion: Appoint Brian Beyerbach to the Planning Commission for a Term to expire 12/31/2022
 Motion: Mr. Grubbs 2nd: Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
24. 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 and authorize Planning Commission Meetings twice a month held as needed each month.
 Motion: Mr. Grubbs 2nd: Mr. Michael
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
25. APPOINT EMERGENCY MANAGEMENT COORDINATOR FOR THE YEAR 2019
Motion: Re-appoint Jim Donohue as Emergency Management Coordinator for the year 2019.
 Motion: Mr. Michael 2nd: Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

26. APPOINT MEMBER TO THE VACANCY BOARD FOR THE YEAR 2019
Motion: Re-appoint Shawn Miller to the Vacancy Board for the year 2019.
Motion: Mr. Handick 2nd: Mr. Grubbs
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
27. APPOINT BERT MILLS AS AUDITORS 2019
Motion: Re-appoint Bert Mills and Mary Singer as auditors for 2019.
Motion: Mr. Michael 2nd: Mr. Handick
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
28. 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. Michael
Vote: Mr. Handick Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
29. AUTHORIZE THE BOND FOR THE TAX COLLECTOR EQUAL TO 30% OF LOCAL TAX DUPLICATE (\$21,000)
Motion: Authorize renewal of the Bond for The Tax Collector for 30% of the Tax Duplicate
Motion: Mr. Grubbs 2nd: Mr. Michael
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
30. APPOINT ROAD FOREMAN FOR 2019
Motion: Appoint Dale Handick Road Foreman for 2019.
Motion: Mr. Michael 2nd: Mr. Grubbs
Vote: Mr. Handick-abstain Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
31. APPOINT ASSISTANT ROAD FOREMAN FOR 2019
Motion: Appoint Thomas Fehl Assistant Road Foreman for 2019
Motion: Mr. Handick 2nd: Mr. Michael
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
32. APPROVE THE FOLLOWING WAGES FOR THE ROAD DEPARTMENT FOR 2019
a. ROAD FOREMAN \$23.70
b. ASSISTANT ROAD FOREMAN \$23.37
c. FULL TIME OPERATOR, TRUCK DRIVER & LABORER WITH CDL \$22.02
d. PART TIME OPERATOR, TRUCK DRIVER & LABORER WITH CDL \$21.37
e. PAY OVERTIME WAGES FOR ANY TIME WORKED OVER 40 HOURS PER WEEK
Motion: Authorize above wage scale for 3% increase for 2019 wages for the Road Department.
Motion: Mr. Grubbs 2nd: Mr. Michael
Vote: Mr. Handick-abstain Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
33. APPROVE THE WAGE FOR THE SECRETARY/TREASURER FOR 2019
Motion: Approve the wage for secretary/treasurer at \$20.50 for 2019.
Motion: Mr. Michael 2nd: Mr. Grubbs
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
34. APPROVE THE WAGES FOR FIRE MAINTENANCE PERSONNEL FOR 2019
Motion: Approve the wage for Fire Maintenance Personnel for 2019 at \$13.32/hr. for 2019
Motion: Mr. Handick 2nd: Mr. Michael
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

35. SET PAY FOR KATHLEEN HALL AT \$90 PER CLEANING
Motion: Approve pay for Kathleen Hall at \$98.00 per cleaning for 2019
 Motion: Mr. Handick 2nd: Mr. Grubbs
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
36. SET CLOTHING ALLOWANCE FOR THE FIRE DEPARTMENT EMPLOYEES TO \$100 FOR 2019
Motion: Set clothing allowance for the fire maintenance employees at \$100.00 for 2019.
 Motion: Mr. Michael 2nd: Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
37. **RESOLUTION 2019-2** TO DESIGNATE PLGIT AS DEPOSITOR FOR THE STATE LIQUID FUELS FOR 2019
Motion: Adopt Resolution-2019-2 designating PLGIT as depositor for State Liquid Fuels for 2019.
 Motion: Mr. Grubbs 2nd: Mr. Handick
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
38. **RESOLUTION 2019-3** TO DESIGNATE First Commonwealth BANK AS DEPOSITOR FOR ALL OTHER TOWNSHIP FUNDS FOR 2019
Motion: Adopt Resolution 2019-3 to designate First Commonwealth Bank as depositor for all other Township Funds for 2019
 Motion: Mr. Handick 2nd: Mr. Grubbs
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
39. APPOINT OPEN RECORDS OFFICER AND AN ALTERNATE
Motion: Appoint Audrey Wingard as Open Records Officer with Mr. Handick as alternate.
 Motion: Mr. Grubbs 2nd Mr. Michael
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
40. 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 2019
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 2019.
 Motion: Mr. Handick 2nd: Mr. Grubbs
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
41. AUTHORIZE MILEAGE AT THE RATE SET BY THE IRS (54.5¢) WHEN SECRETARY OF THE ZONING BOARD, SECRETARY, ROAD FOREMAN AND SUPERVISORS USE THEIR OWN VEHICLES FOR TOWNSHIP BUSINESS FOR 2019.
Motion: Authorize mileage rate set by the IRS (58¢) when secretary of the secretary, road foreman and Supervisors use their own vehicles for Township business.
 Motion: Mr. Grubbs 2nd: Mr. Michael
 Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

42. SET FEES SCHEDULE AS ATTACHED

Motion: Approve fee schedule as published for 2019.Motion: Mr. Grubbs 2nd: Mr. HandickVote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

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

Motion: Approve a change of Insurance Brokers to RTI and accept quote for D&O and EPLI at a rate of \$6,286 with Chubb and complete a BOR (Broker of Record) for the Police Professional with Greenwich Insurance CompanyMotion: Mr. Michael 2nd: Mr. GrubbsVote: Mr. Handick-yes, Mr. Grubbs-yes, Mr. Michael-yes **Motion Passed**44. AUTHORIZE PROPERTY TAX BILLING TO MOVE FROM APRIL 1ST TO JUNE 1ST**Motion: Authorize Property Tax billing to move to June 1st.**Motion: Mr. Grubbs 2nd: Mr. MichaelVote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

45. SET WAGES FOR POLICE

Motion: Set Police wages for 2019 as follows: Patrolman: \$19.43, Probationary Patrolman \$16.79, O-I-C \$20.43 and training rate of \$10.80Motion: Mr. Michael 2nd: Mr. HandickVote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

46. RESOLUTION 2019-4 SETTING PROPERTY TAX MILLAGE FOR 2019

Motion: Adopt Resolution 2019-4 setting property tax millage at .35% for 2019Motion: Mr. Handick 2nd: Mr. MichaelVote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

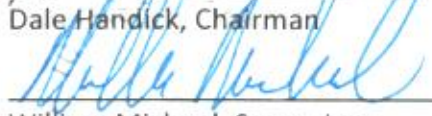
47. APPOINT DELEGATE TO COUNTY TAX COMMISSION

Motion: Appoint Audrey Wingard to the County Tax CommissionMotion: Mr. Handick 2nd: Mr. MichaelVote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

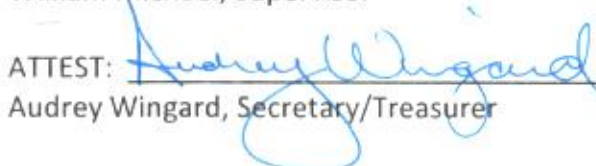
48. APPOINT ANIMAL CONTROL OFFICER FOR 2019

Motion: Appoint Kym Secret as Animal Control Officer for 2019 at a rate of \$300.00 per monthMotion: Mr. Michael 2nd: Mr. GrubbsVote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed****Motion to Adjourn: Mr. Handick****Meeting Adjourned: 8:14 pm**

Dale Handick, Chairman



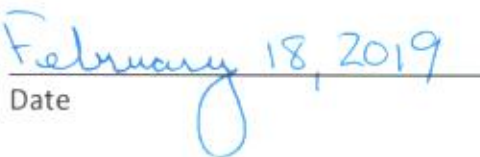
William Michael, Supervisor



ATTEST: Audrey Wingard, Secretary/Treasurer



Herbert Grubbs, Vice Chair



Date