

**HEMPFIELD TOWNSHIP BOARD OF SUPERVISORS  
REORGANIZATION MEETING  
JANUARY 2, 2018  
7:00 PM**

**1. CALL TO ORDER AND PLEDGE TO THE FLAG**

The reorganization meeting of the Hempfield Township Board of Supervisors, held at the Hempfield Township Municipal Building, was called to order at 7:00 p.m. by Solicitor Scott Avolio and followed by the pledge to the flag.

**Members Present:**      Mr. George Reese                      Mr. Rob Ritson  
                                 Mr. John Silvis                         Mr. Doug Weimer  
                                 Mr. Tom Logan (Via Telephone)

**Staff Present:**             Mr. Andrew Walz                         Mr. Jason Winters  
                                 Mr. Scott Avolio                         Mr. Doug Cisco  
                                 Mrs. Melanie Phillips                     Mrs. Denise Rosak

**2. APPOINTMENT OF TEMPORARY CHAIRMAN**

Mr. Avolio was appointed the temporary chairman.

**3. NOMINATION OF CHAIRMAN**

Mr. Avolio asked for nominations for chairman of the Board of Township Supervisors. Mr. Ritson nominated Mr. Reese, seconded by Mr. Silvis, for chairman of the Board of Supervisors. Mr. Logan nominated Mr. Weimer, seconded by Mr. Weimer, for chairman of the Board of Supervisors. Mr. Avolio asked if there were any other nominations. There were no further nominations. Mr. Avolio asked for a vote on the first nomination whereby appointing Mr. Reese as chairman of the Board of Supervisors. Vote: 3-Yes. 2-No-Mr. Weimer and Mr. Logan. Motion carried.

***Chairman George Reese took over the meeting.***

**4. NOMINATION OF VICE-CHAIRMAN**

Mr. Ritson nominated Mr. Silvis, seconded by Mr. Reese, for vice-chairman of the Board of Supervisors. Mr. Avolio asked if there were any other nominations. Mr. Logan nominated Mr. Weimer for vice-chairman of the Board of Supervisors, seconded by Mr. Weimer. Mr. Reese asked for a vote on the first nomination whereby appointing Mr. Silvis as vice-chairman of the Board of Supervisors. Vote: 3-Yes. 2-No-Mr. Weimer and Mr. Logan. Motion carried.

**5. CONSIDERATION TO DESIGNATE SECRETARY AND TREASURER , AS A NONCOMPENSABLE POSITION**

Mr. Ritson made a motion, seconded by Mr. Reese, to designate secretary and treasurer, as a noncompensable position. Vote: 5-Yes. Motion carried.

**6. NOMINATION OF SECRETARY**

Mr. Silvis nominated Mr. Ritson for secretary of the Board of Supervisors, seconded by Mr. Reese. Vote: 5-Yes. Motion carried.

**7. NOMINATION OF TREASURER**

Mr. Weimer nominated Mr. Logan for treasurer of the Board of Supervisors, seconded by Mr. Ritson. Vote: 5-Yes. Motion carried.

**8. NOMINATION OF ASSISTANT SECRETARY**

Mr. Silvis nominated Mr. Walz for assistant secretary of the Board of Supervisors, seconded by Mr. Ritson. Vote: 5-Yes. Motion carried.

**9. NOMINATION OF ASSISTANT TREASURER**

Mr. Weimer nominated the fiscal director for assistant treasurer of the Board of Supervisors, seconded by Mr. Silvis. Vote: 5-Yes. Motion carried.

**10. EXECUTIVE SESSION**

Mr. Ritson called for an executive session at 7:11 p.m., seconded by Mr. Reese.

Mr. Reese concluded the executive session at 7:41 p.m. and continued the public meeting.

**11. CITIZENS COMMENTS -- None**

**12. CORRESPONDENCE**

- a. **Letters of Request to Participate in the Township Health Care Policies as Provided to All Other Township Employees** -- Mr. Reese advised that letters of request to participate in the Township health care policies as provided to all other Township employees are being presented to the Township Manager, Andrew Walz.
- b. **Letters of Interest to Sit on Township Boards and Commissions** – Mr. Weimer advised receipt of correspondence from individuals expressing an interest to sit on Township boards and commissions as follows: Scott Ream – Re-appointment Vacancy Board; Bill Utzman – Re-appointment Planning Commission; and Jerry Fagert – Appointment to Planning Commission.

**13. ACTION TO BE TAKEN:**

- a. **Consideration to Approve Resolution #2018-01, To Allocate From the Commonwealth of Pennsylvania State Aid for Municipal Pension Plans in the Amount of \$709,996.90** – Mr. Logan made a motion, seconded by Mr. Silvis, to approve Resolution #2018-01, to allocate from the Commonwealth of Pennsylvania state aid for municipal pension plans in the amount of \$709,996.90. Vote: 5-Yes. Motion carried.
- b. **Consideration to Approve Resolution #2018-02, Which Appoints a Certified or Competent Public Account** – Mr. Logan made a motion, seconded by Mr. Ritson, to approve Resolution #2018-02, which appoints Deluzio and Company as the certified or competent public account for 2018. Vote: 5-Yes. Motion carried.
- c. **Consideration to Approve Resolution #2018-03, Which Appoints a Right-to-Know Officer and Assistant Right to Know Officer** – Mr. Weimer made a motion, seconded by Mr. Reese, to approve Resolution #2018-03, appointing the Township manager as the Right-to-Know Officer and the assistant Township manager as the Assistant Right-to-Know Officer. Vote: 5-Yes. Motion carried.
- d. **Consideration to Approve Resolution #2018-04, Which Authorizes the Participation of Members of the Board of Supervisors of the Township of Hempfield in the Hempfield Township Group Health, Hospitalization and Medical Services Plan; Said Resolution Further Provides for a Contribution of a Portion of the Cost of Said Plan** – Mr. Logan made a motion, seconded by Mr. Reese to approve Resolution #2018-04, which authorizes the participation of members of the Board of Supervisors of the Township of Hempfield in the Hempfield Township group health, hospitalization and medical services plan and further provides for a contribution of a portion of the cost of said plan. Vote: 5-Yes. Motion carried.
- e. **Consideration to Approve Resolution #2018-05, Which Appoints a Member and Alternate Member to the Westmoreland County Central Tax Bureau** – Mr. Silvis made a motion, seconded by Mr. Reese, to approve Resolution #2018-05, which appoints Mr. Weimer as the member and Melanie Phillips as the alternate member to the Westmoreland County Central Tax Bureau. Vote: 5-Yes. Motion carried.
- f. **Consideration to Approve Resolution #2018-06, Which Appoints a Representative to the Central Westmoreland Council of Governments** – Mr. Weimer made a motion, seconded by Mr. Silvis, to approve Resolution #2018-06, which appoints Mr. Reese to the Central Westmoreland Council of Governments. Vote: 5-Yes. Motion carried.
- g. **Consideration to Approve Resolution #2018-07, Which Appoints an Alternative Representative to the Central Westmoreland Council of Governments** – Mr. Weimer made a motion, seconded by Mr. Reese, to approve Resolution #2018-07, which appoints John Silvis as the alternative representative to the Central Westmoreland Council of Governments. Vote: 5-Yes. Motion carried.
- h. **Consideration to Approve Resolution #2018-08, Which Appoints a Certified Sewage Enforcement Officer** – Mr. Weimer made a motion, seconded by Mr. Silvis, to approve Resolution #2018-08, which appoints Len Dellera as the certified sewage enforcement officer. Vote: 3-Yes. 2-No-Mr. Ritson and Mr. Reese. Motion carried.

- i. **Consideration to Approve Resolution #2018-09, Which Appoints a Certified Alternate Sewage Enforcement Officer** – Mr. Reese made a motion, seconded by Mr. Weimer, to approve Resolution #2018-09, which appoints Bill Roberts as the certified alternate sewage enforcement officer. Vote: 5-Yes. Motion carried.
- j. **Consideration to Approve Resolution No. 2018-10, Which Appoints Township Engineer** – Mr. Weimer made a motion, seconded by Mr. Logan to approve Resolution No. 2018-10, which appoints Gibson-Thomas Engineering as the Township engineer. Vote: 5-Yes. Motion carried.
- k. **Consideration to Approve Resolution #2018-11, Which Appoints First National Bank of Pa and S & T Bank as Official Depositories** – Mr. Logan made a motion, seconded by Mr. Ritson, to approve Resolution #2018-11, which appoints First National Bank of Pa and S & T Bank as official depositories. Vote: 5-Yes. Motion carried.
- l. **Consideration to Approve Resolution No. 2018-12, Authorizing the Use of a Facsimile Signature Stamp by the Various Members of the Board of Supervisors of the Township of Hempfield** – Mr. Ritson made a motion, seconded by Mr. Logan, to approve Resolution No. 2018-12, authorizing the use of a facsimile signature stamp by the various members of the Board of Supervisors of the Township of Hempfield. Vote: 5-Yes. Motion carried.
- m. **Consideration to Approve Resolution #2018-13, Appointing a Member and Alternate Member to the Five Star Trail** – Mr. Silvis made a motion, seconded by Mr. Ritson, to approve Resolution #2018-13, appointing Susan Scherff as the member to the Five Star Trail. Vote: 5-Yes. Motion carried. Mr. Reese made a motion, seconded by Mr. Silvis, to approve Resolution #2018-13, appointing Mr. Weimer as the alternate member to the Five Star Trail. Vote: 5-Yes. Motion carried.
- n. **Consideration to Approve Resolution #2018-14, Which Appoints the Township Labor Consultant for the Year 2018** – Mr. Weimer made a motion, seconded by Mr. Ritson, to approve Resolution #2018-14, which appoints Bernie Matthews of Meyer Darragh Buckler Bebenek & Eck, P.L.L.C. as the Township labor consultant for 2018. Vote: 5-Yes. Motion carried.
- o. **Consideration to Approve Resolution #2018-15, Which Establishes Salaries for the Year 2018 for Non-Union/Non-Contracted Employees of the Township of Hempfield** – Mr. Weimer made a motion, seconded by Mr. Reese, to approve Resolution #2018-15, which establishes the following salaries for the year 2018 for non-union/non-contracted employees of the Township of Hempfield. Vote: 5-Yes. Motion carried.

Name	Title	Salary
Kristen Hankinson	Programming Coordinator	\$35,000.00
Patrick Karnash	Code Specialist I	\$55,141.20
Phil Dee	Code Specialist I	\$54,060.00
Suzanne Herrod	Administrative Assistant	\$29,810.00
Stephanie Scheeren	Administrative Assistant	\$29,810.00
Eric Caldwell	Park Maintenance. Coord.	\$43,860.00

- p. **Consideration to Approve Resolution #2018-16, Which Appoints the Greensburg Tribune Review as the Official Newspaper of the Township of Hempfield** – Mr. Reese made a motion,

seconded by Mr. Ritson, to approve Resolution #2018-16, which appoints the Greensburg Tribune Review as the official newspaper of the Township of Hempfield. Vote: 5-Yes. Motion carried.

- q. **Consideration of Approve Resolution #2018-17, Which Appoints the Pension Plan Administrator for the Hempfield Township Employee Defined Benefit Plan** – Mr. Ritson made a motion, seconded by Mr. Silvis, to approve Resolution #2018-17, which appoints Mr. Logan as the pension plan administrator for the Hempfield Township Employee Defined Benefit Plan. Vote: 5-Yes. Motion carried.
- r. **Consideration to Approve Resolution #2018-18, Which Appoints a Plan Administrator for the Hempfield Township Non-Uniformed Employees Other Post-Employment Benefit Retiree Plan** – Mr. Reese made a motion, seconded by Mr. Ritson, to approve Resolution #2018-18, which appoints Tom Logan as the plan administrator for the Hempfield Township Non-Uniformed Employees Other Post-Employment Benefit Retiree Plan. Vote: 5-Yes. Motion carried.
- s. **Consideration to Approve Resolution #2018-19, Which Appoints a Member to the Hempfield Township Planning Commission to Fill the Unexpired Term of Bill Bretz** – Mr. Ritson made a motion, seconded by Mr. Weimer, to table Resolution #2018-19, which appoints a member to the Hempfield Township Planning Commission to fill the unexpired term of Bill Bretz. Vote: 5-Yes. Motion carried.
- t. **Consideration to Approve Resolution #2018-20, Which Appoints a Member to the Hempfield Township Planning Commission** – Mr. Ritson made a motion, seconded by Mr. Weimer, to table Resolution #2018-20, which appoints a member to the Hempfield Township Planning Commission. Vote: 5-Yes. Motion carried.
- u. **Consideration to Approve Resolution #2018-21, Which Appoints a Member to the Hempfield Township Planning Commission** – Mr. Ritson made a motion, seconded by Mr. Weimer, to table Resolution #2018-21, which appoints a member to the Hempfield Township Planning Commission. Vote: 5-Yes. Motion carried.
- v. **Consideration to Approve Resolution #2018-22, Which Appoints a Solicitor** – Mr. Reese made a motion, seconded by Mr. Logan, to approve Resolution #2018-22, which appoints the Avolio Law Group, LLC as the Township solicitor. Vote: 5-Yes. Motion carried.
- w. **Consideration to Approve Resolution #2018-23, Which Establishes the Standard Mileage Reimbursement Rate as Established by the Internal Revenue Service for the Year 2018** – Mr. Reese made a motion, seconded by Mr. Silvis, to approve Resolution #2018-23, which establishes the standard mileage reimbursement rate (\$0.54.5) as established by the Internal Revenue Service for the year 2018. Vote: 5-Yes. Motion carried.
- x. **Consideration to Approve Resolution #2018-24, Which Appoints a Member to the Vacancy Board** – Mr. Silvis made a motion, seconded by Mr. Reese, to approve Resolution #2018-24, which appoints Alex Brown to the Vacancy Board. Vote: 4-Yes. 1-No-Mr. Logan. Motion carried.
- y. **Consideration to Approve Resolution #2018-25, Which Appoints a Zoning Hearing Board Member** – Mr. Silvis made a motion, seconded by Mr. Reese, to approve Resolution #2018-25, which appoints Woody Weissinger to the Zoning Hearing Board. Vote: 5-Yes. Motion carried.

- z. **Consideration to Approve Resolution #2018-26, Which Appoints Assistant Township Manager to a Two-Year Term with an Annual Stipend of \$5,000.00** – Mr. Ritson made a motion, seconded by Mr. Logan, to approve Resolution #2018-26, which appoints Jason Winters as the Assistant Township Manager to a two-year term with an annual stipend of \$5,000.00. Vote: 5-Yes. Motion carried.
- aa. **Consideration to Approve Resolution #2018-27, Which Renews the Employment Agreement of the Township Manager at Salaries of \$87,500 for 2018 and \$90,000 for 2019** – Mr. Logan made a motion, seconded by Mr. Silvis, to approve Resolution #2018-27, which renews the employment agreement of the Township manager at salaries of \$87,500 for 2018 and \$90,000 for 2019. Vote: 4-Yes. 1-No-Mr. Ritson due to the fact that he was not involved in the contract negotiations in 2017 and there being no reason to abstain. Motion carried.
- bb. **Consideration to Approve Resolution #2018-28, In Opposition to House Bill 1620 (PN 2146), Entitled the “Wireless Infrastructure Deployment Bill”**– Mr. Weimer made a motion, seconded by Mr. Ritson, to approve Resolution #2018-28, in opposition to House Bill 1620 (PN 2146), entitled the “Wireless Infrastructure Deployment Bill”. Vote: 5-Yes. Motion carried.
- cc. **Consideration to Authorize Township Representative to Attend Hearings, Etc., Deemed Necessary by the Courts** – Mr. Ritson made a motion, seconded by Mr. Weimer to authorize Township representative to attend hearings, etc., deemed necessary by the courts. Vote: 5-Yes. Motion carried.
- dd. **Consideration to Grant Treasurer Authority to Invest Money from All Funds** – Mr. Ritson made a motion, seconded by Mr. Weimer, to grant treasurer authority to invest money from all funds. Vote: 5-Yes. Motion carried.
- ee. **Consideration to Permit Treasurer to Pay Any Bill Necessary in Order to Avoid Delinquent Charges and to Secure Discounts** – Mr. Weimer made a motion, seconded by Mr. Reese, to pay any bill necessary in order to avoid delinquent charges and to secure discounts. Vote: 5-Yes. Motion carried.
- ff. **Consideration to Select Voting Delegate to the State Supervisors Convention to be Held in Hershey from April 22<sup>nd</sup> – April 25<sup>th</sup>, 2018** – Mr. Ritson made a motion, seconded by Mr. Silvis, to select Mr. Reese as the voting delegate to the State Supervisors Convention to be held in Hershey from April 22<sup>nd</sup> through April 25<sup>th</sup>, 2018. Vote: 5-Yes. Motion carried. Mr. Walz told the Board that he would need to know if any other members wish to attend the convention because the deadline for registration is January 16<sup>th</sup>, 2018.
- gg. **Consideration of a Motion to Establish the 2018 Supervisors Meeting Dates as Follows, Unless Otherwise Noted – Monthly Meeting is the 4<sup>th</sup> Monday of Every Month – Work Session is the Wednesday Prior to the Monthly Meeting** – Mr. Silvis made a motion, seconded by Mr. Weimer, to establish the 2018 Supervisors meeting dates with the monthly meeting being the 4<sup>th</sup> Monday of every month and the work session the Wednesday prior to the monthly meeting. Furthermore, due to holiday conflicts that dual meetings be held on April 18<sup>th</sup>; November 26<sup>th</sup>; and December 19<sup>th</sup>, 2018. Vote: 4-Yes. 1-No-Mr. Ritson noted that he would prefer the meetings not be combined but if so, that the public work session was conducted first and then followed by the regular monthly meeting. Motion carried.

- hh. **Consideration of a Motion to Approve Local Share Assessment Agreement for Fiscal Year 2017 – 2018 with Westmoreland County Transit Authority in the Amount of \$13,371.75** – Mr. Ritson made a motion, seconded by Mr. Reese to approve Local Share Assessment Agreement for fiscal year 2017 – 2018 with Westmoreland County Transit Authority in the amount of \$13,371.75. Vote: 5-Yes. Motion carried.
- ii. **Consideration of a Motion Authorizing the Township Manager to Enter into an Agreement with McDowell Associates to Provide Township Insurance via MRM Trust for Year 2018 at a Cost of \$133,373.00** – Mr. Ritson made a motion, seconded by Mr. Logan authorizing the Township manager to enter into an agreement with McDowell Associates to provide Township insurance via MRM Trust for the year 2018 at a cost of \$133,373.00. Vote: 5-Yes. Motion carried.
- jj. **Consideration of a Motion Authorizing the Township Manager to Enter into an Agreement with McDowell Associates to Provide Fire Department Insurance via VFIS for the Year 2018 at a Cost of \$49,993.00** – Mr. Logan made a motion, seconded by Mr. Reese, authorizing the Township manager to enter into an agreement with McDowell Associates to provide fire department insurance via VFIS for the year 2018 at a cost of \$49,993.00. Vote: 5-Yes. Motion carried.
- kk. **Consideration of a Motion to Re-Open the 2018 Budget, Including Liquid Fuels** – Mr. Ritson made a motion, seconded by Mr. Silvis, to re-open the 2018 budget, including Liquid Fuels. Vote: 3-Yes. 2-No-Mr. Weimer and Mr. Logan. Motion carried. Mr. Ritson made a motion, seconded by Mr. Silvis, to schedule the public meeting and direct Mr. Walz to advertise it for Wednesday, January 10<sup>th</sup>, 2018 at 7 p.m. for the purpose of the discussion of re-opening the budget for the 2018 fiscal year. Vote: 3-Yes. 2-No-Mr. Weimer and Mr. Logan. Motion carried.

#### **14. SUPERVISORS COMMENTS**

**Supervisor John Silvis** – Mr. Silvis thanked Mr. Weimer for his years of service as the chairman of the Board of Supervisors. He said that Mr. Weimer made a lot of great recommendations and contributed very much.

**Supervisor Tom Logan** – Mr. Logan recommended scheduling a meeting with the fire consultant to discuss fire department mergers and other fire issues.

**Supervisor Doug Weimer** – Mr. Weimer thanked Mr. Silvis for his kind comments. He said he enjoyed serving as the chairman of the Board of Supervisors and that he looks forward to working with the Board, the staff, and employees to continue moving the Township in a positive direction.

**Supervisor Rob Ritson** – Mr. Ritson said that he looks forward to working with the Board and his voice being heard. He said that debates among Supervisors is healthy. In addition, Mr. Ritson congratulated Mr. Reese on becoming the chairman of the Board of Supervisors. In closing, he said he appreciates being appointed the secretary.

**Supervisor George Reese** – Mr. Reese expressed his thanks to the Board for being appointed the chairman of the Board of Supervisors. He told Mr. Weimer that he appreciated everything he has done and looks forward to working with him for the good of the Township.

***15. ADJOURNMENT***

Mr. Ritson made a motion, seconded by Mr. Reese, to adjourn the meeting at 8:47 p.m.

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Chairperson

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Secretary