

**HEMPFIELD TOWNSHIP BOARD OF SUPERVISORS**  
**REORGANIZATION MEETING**  
**JANUARY 7, 2019**  
**7:00 PM**

Supervisors Present: Mr. George Reese                      Mr. John Silvis  
                                 Mr. Rob Ritson    Mr. Tom Logan  
                                 Mr. R. Douglas Weimer

Staff Present:                      Mr. Jason Winters                      Mrs. Melanie Phillips  
                                 Mr. Dan Schmitt                      Mr. Scott Avolio  
                                 Mrs. Callie Krueger

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

The Reorganizes 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 Chairman, George Reese.

**2. APPOINTMENT OF TEMPORARY CHAIRMAN**

Mr. Reese appointed Mr. Winters as the Temporary Chairman.

**3. NOMINATION OF CHAIRMAN**

Mr. Ritson nominated Mr. Reese as Chairman, seconded by Mr. Reese.

Mr. Weimer nominated Mr. Silvis as Chairman, Mr. Silvis declined the nomination.

Mr. Logan nominated Mr. Weimer as Chairman, seconded by Mr. Weimer.

Mr. Ritson made a motion, seconded by Mr. Weimer to close the nominations. Vote: 5-0. Motion carried.

Roll Call Vote for Mr. Reese as Chairman: Silvis: Yes; Ritson: Yes; Reese: Yes; Mr. Weimer: No; Mr. Logan: No. Vote: 3-2. Motion carried.

**4. NOMINATION OF VICE CHAIRMAN**

Mr. Reese nominated Mr. Silvis as Vice Chairman, seconded by Mr. Logan. Vote: 5-0. Motion carried.

**5. CONSIDERATION TO DESIGNATE SECRETARY AND TREASURER AS A NONCOMPENSABLE POSITION** – Mr. Ritson made a motion, seconded by Mr. Logan to designate Secretary and Treasurer as a non-compensable position. Vote: 5-0. Motion carried.

**6. NOMINATION OF SECRETARY**

Mr. Weimer nominated Mr. Winters as secretary, there was no second on the motion. Mr. Reese nominated Mr. Ritson as Secretary, seconded by Mr. Ritson. Vote: 4-1 (Mr. Weimer). Motion carried.

**7. NOMINATION OF TREASURER**

Mr. Ritson nominated Mr. Logan as Treasurer, seconded by Mr. Silvis. Vote: 5-0. Motion carried.

## **8. NOMINATION OF ASSISTANT SECRETARY**

Mr. Ritson nominated Mr. Winters as Assistant Secretary, seconded by Mr. Logan. Vote: 5-0. Motion carried.

## **9. NOMINATION OF ASSISTANT TREASURER**

Mr. Ritson nominated Mrs. Phillips as the Assistant Treasurer, seconded by Mr. Logan. Vote: 5-0. Motion carried.

## **10. CITIZENS COMMENTS (As Per Resolution #2012-24) – NONE**

## **11. EXECUTIVE SESSION**

**a. January 7, 2019 – Personnel** – Mr. Reese announced that an Executive Session was held on January 7<sup>th</sup>, 2019 for personnel matters.

## **12. CORRESPONDENCE**

**a. Letters of Request to Participate in the Township Health Care Policies as Provided to All Other Township Employees**

## **13. ACTION TO BE TAKEN:**

- a. Consideration to Approve Resolution No. 2019-01; Which Appoints a Township Solicitor** – Mr. Ritson made a motion, seconded by Mr. Logan to appoint Avolio Law Group, principal as Scott Avolio at a rate of \$145.00 an hour with a \$4,500.00 per month retainer. Vote: 5-0. Motion carried.
- b. Consideration to Approve Resolution No. 2019-02; Which Appoints a Township Engineer** - Mr. Logan made a motion, seconded by Mr. Ritson, to approve Resolution No. 2019-02 appointing Gibson-Thomas Engineering as the Township Engineer. Vote: 5-0. Motion carried.
- c. Consideration to Approve Resolution No. 2019-03; Which Appoints the Township Labor Consultant** – Mr. Weimer made a motion, seconded by Mr. Logan, to approve Resolution No. 2019-03 appointing Bernie Matthews of Meyer Darrah Buckler Bebenek & Eck PLLC as the Township Labor Consultant. Vote: 5-0. Motion carried.
- d. Consideration to Approve Resolution No. 2019-04; Which Appoints a Certified or Competent Public Accountant** – Mr. Logan made a motion, seconded by Mr. Weimer, to approve Resolution No. 2019-04 appointing Deluzio & Company as a Certified or Competent Public Accountant. Vote: 5-0. Motion carried.
- e. Consideration to Approve Resolution No. 2019-05; Which Appoints a Certified Sewage Enforcement Officer and Alternate Sewage Enforcement Officer** – Mr. Logan made a motion, seconded by Mr. Ritson, to approve Resolution No. 2019-05 appointing Len Deller as the Sewage Enforcement Officer and Patrick Karnash as the Alternate Sewage Enforcement Officer. Vote: 5-0. Motion carried.
- f. Consideration to Approve Resolution No. 2019-06; Which Appoints a Right to Know Officer and Alternate Right to Know Officer** – Mr. Logan made a motion, seconded by Mr. Ritson, to approve Resolution No. 2019-06 appointing Jason Winters as the Right to Know Officer and Melanie Phillips as the Alternate Right to Know Officer. Vote: 5-0. Motion carried.

- g. Consideration to Approve Resolution No. 2019-07; Which Appoints the Pension Plan Administrator for the Hempfield Township Employee Defined Benefit Plan** – Mr. Ritson made a motion, seconded by Mr. Weimer, to approve Resolution No. 2019-07 appointing Tom Logan as the Pension Plan Administrator for the Hempfield Township Employee Defined Benefit Plan. Vote: 5-0. Motion carried.
- h. Consideration to Approve Resolution No. 2019-08; Which Appoints a Plan Administrator for the Hempfield Township Non-Uniformed Employees Other Post-Employment Benefit Retiree Plan** – Mr. Ritson made a motion, seconded by Mr. Weimer, appointing a Tom Logan as the Plan Administrator for the Hempfield Township Non-Uniformed Employees Other Post-Employment Benefit Retiree Plan. Vote: 5-0. Motion carried.
- i. Consideration to Approve Resolution No. 2019-09; Which Appoints First National Bank of Pa and S & T Bank as Official Depositories** – Mr. Logan made a motion, seconded by Mr. Silvis, to approve Resolution No. 2019-09 appointing First National Bank of PA and S&T Bank as official depositories. Vote: 5-0. Motion carried.
- j. Consideration to Approve Resolution No. 2019-10; Which Appoints the Greensburg Tribune Review as the Official Newspaper of the Township of Hempfield** – Mr. Weimer made a motion, seconded by Mr. Logan, to approve Resolution No. 2019-10 appointing the Greensburg Tribune Review as the Official Newspaper of the Township of Hempfield. Vote: 5-0. Motion carried.
- k. Consideration to Approve Resolution No. 2019-11; Which Appoints a Member and Alternate Member to the Westmoreland County Central Tax Bureau** – Mr. Logan made a motion, seconded by Mr. Ritson to approve Resolution No. 2019-11 appointing Doug Weimer as the Member and Melanie Phillips as the Alternate Member to the Westmoreland County Central Tax Bureau. Vote: 5-0. Motion carried.
- l. Consideration to Approve Resolution No. 2019-12; Which Appoints a Representative and Alternate Representative to the Central Westmoreland Council of Governments** – Mr. Logan made a motion, seconded by Mr. Ritson to approve Resolution No. 2019-12 appointing George Reese as the Representative and Mr. John Silvis as the Alternate Representative to the Central Westmoreland Council of Governments. Vote: 5-0. Motion carried.
- m. Consideration to Approve Resolution No. 2019-13; Which Appoints a Member and Alternate Member to the Five Star Trail** – Mr. Logan made a motion, seconded by Mr. Ritson, to approve Resolution No. 2019-13 appointing Susan Scherff as the Member and Doug Weimer as the Alternate Member to the Five Star Trail. Vote: 5-0. Motion carried.
- n. Consideration to Approve Resolution No. 2019-14; Which Appoints a Member to the Greensburg Hempfield Area Library Board** – Mr. Logan made a motion, seconded by Mr. Ritson to table Resolution No. 2019-14. Vote: 5-0. Motion carried.
- o. Consideration to Approve Resolution No. 2019-15; Which Appoints a Member to the Hempfield Township Planning Commission** – Mr. Logan made a motion, seconded by Mr. Ritson to approve Resolution No. 2019-15 appointing Suzanne Ward as a member of the Hempfield Township Planning Commission. Vote: 5-0. Motion carried.

- p. **Consideration to Approve Resolution No. 2019-16; Which Appoints a Zoning Hearing Board Member** – Mr. Logan made a motion, seconded by Mr. Ritson, to table Resolution No. 2019-16. Vote: 5-0. Motion carried.
- q. **Consideration to Approve Resolution No. 2019-17; Which Appoints a Member to the Vacancy Board** – Mr. Ritson made a motion, seconded by Mr. Silvis, to approve Resolution No. 2019-17 appointing Alex Brown as a member of the Vacancy Board. Vote: 5-0. Motion carried.
- r. **Consideration to Approve Resolution No. 2019-18; Authorizing the Use of a Facsimile Signature Stamp by the Various Members of the Board of Supervisors of the Township of Hempfield** – Mr. Logan made a motion, seconded by Mr. Ritson to approve Resolution No. 2019-18. Vote: 5-0. Motion carried.
- s. **Consideration to Approve Resolution No. 2019-19; 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. Weimer to approve Resolution No. 2019-19 with the contribution to be at 10%. Vote: 5-0. Motion carried.
- t. **Consideration to Approve Resolution No. 2019-20; To Allocate from the Commonwealth of Pennsylvania State Aid for Municipal Pension Plans** – Mr. Logan made a motion, seconded by Mr. Ritson to approve Resolution No. 2019-20. Vote: 5-0. Motion carried.
- u. **Consideration to Approve Resolution No. 2019-21; Which Establishes Salaries for the Year 2019 for Non-Union/Non-Contracted Employees of the Township of Hempfield**

<b>Name</b>	<b>Title</b>	<b>Salary</b>
<b>Eric Caldwell</b>	<b>Park Maintenance Coordinator</b>	<b>\$44,737</b>
<b>Philip Dee</b>	<b>Code Specialist I</b>	<b>\$55,141</b>
<b>Kristen Hankinson</b>	<b>Programming Coordinator</b>	<b>\$38,000</b>
<b>Suzanne Herrod</b>	<b>Administrative Assistant</b>	<b>\$31,000</b>
<b>Patrick Karnash</b>	<b>Planning Coordinator</b>	<b>\$59,670</b>
<b>Stephanie Scheeren</b>	<b>Administrative Assistant</b>	<b>\$31,000</b>

Mr. Weimer made a motion, seconded by Mr. Ritson, to table Resolution No. 2019-21. Vote: 5-0. Motion carried.

- v. **Consideration to Approve Resolution No. 2019-22; Which Establishes the Standard Mileage Reimbursement Rate of 58 Cents Per Mile as Established by the Internal Revenue Service for the Year 2019** – Mr. Logan made a motion, seconded by Mr. Ritson to approve Resolution No. 2019-22. Vote: 5-0. Motion carried.
- w. **Consideration to Approve Resolution No. 2019-23; Authorizing the Purchase of Fire Apparatuses and the Obtaining of the Applicable Financing** – Mr. Logan made a motion, seconded by Mr. Ritson, to approve Resolution No. 2019-23. Vote: 5-0. Motion carried.
- x. **Consideration to Authorize Township Representative to Attend Hearings, Etc., Deemed Necessary by the Courts** – Mr. Logan made a motion, seconded by Mr. Ritson to authorize

Township Representatives to attend hearings, etc., deemed necessary by the courts. Vote: 5-0.  
Motion carried.

- y. **Consideration to Grant Treasurer Authority to Invest Money from all Funds** – Mr. Ritson made a motion, seconded by Mr. Weimer, to authorize the Treasurer to invest money from all funds. Vote: 5-0. Motion carried.
- z. **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. Ritson, to permit the Treasurer to pay any bill necessary in order to avoid delinquent charges and to secure discounts. Vote: 5-0. Motion carried.
- aa. **Consideration to Select Voting Delegate to the State Supervisors Convention to be Held in Hershey from April 14<sup>th</sup> – April 17<sup>th</sup>** – Mr. Logan made a motion, seconded by Mr. Ritson, to table voting for a delegate for the State Supervisors Convention to be held in Hershey from April 14<sup>th</sup> to April 17<sup>th</sup>. Vote: 5-0. Motion carried.
- bb. **Consideration of a Motion to Establish the 2019 Supervisors Meeting Dates as Found on Attachment “A”** – Mr. Logan made a motion, seconded by Mr. Ritson, to establish the 2019 Supervisors Meeting Dates as found on Attachment “A.” Vote: 5-0. Motion carried.
- cc. **Consideration of a Motion Authorizing the Township Manager to Enter into an Agreement with McDowell Associates to Provide Fire Department Insurance Via VFIS for Year 2019 at a Cost of \$54,829.00** – Mr. Ritson made a motion, seconded by Mr. Logan to authorize the Township manager to enter into an agreement with McDowell Associates to provide Fire Department Insurance via VFIS for year 2019 at a cost of \$54,829.00. Vote: 5-0. Motion carried.
- dd. **Consideration to Approve the Hiring of Joshua Soles as HTAC Facility Assistant at the Rate of \$8.00 Per Hour** – Mr. Weimer made a motion, seconded by Mr. Ritson to approve hiring Joshua Soles as HTAC Facility Assistant at the rate of \$8.00 per hour. Vote: 5-0. Motion carried.

#### 14. SUPERVISORS COMMENTS

**John Silvis** – Mr. Silvis stated that we serve at the will of the public voters and we represent the same people. He quoted Mr. Reese by saying “We work as a team, and there is no I in team.” He noted that he realizes a lot of changes have taken the place in the past year but hopefully there are changes for the better this year to continue the forward progress of the Township.

**Tom Logan** – Mr. Logan is looking forward to the new year with a full staff on board. He hopes to sit down all together and put together a plan for 2019 to accomplish good things for Hempfield Township.

**Doug Weimer** – Mr. Weimer concurred with Mr. Logan and looks forward to serving this year on the board. Mr. Weimer mentioned there are a lot of things on the Board’s plate to take care of but realizes their duty is to serve the residents and make sure they provide the services they expect.

**Rob Ritson** – Mr. Ritson stated that there are big things going on in 2019 and he is excited to move forward and see what’s ahead.

**George Reese** – Mr. Reese stated that Hempfield Township has an excellent staff and he is looking forward to the new year. He hopes everyone can stick together and get things done.

**15. ADJOURNMENT**

The Reorganization Meeting of the Hempfield Township Board of Supervisors, held at the Hempfield Township Municipal Building, was adjourned at 7:28 p.m. by Chairman George Reese.

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CHAIRMAN

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SECRETARY