

Union Township Board of Supervisors
Reorganization Meeting
January 6, 2014

The Board of Supervisors Reorganization Meeting was called to order by Brenda Cushey, Vice Chairperson, at 7:22 pm. Ms. Evans-Boren the 2013 Chairperson did not run for re-election and her seat on the Board was filled by Mr. Charles E. Trax, Jr.. Before Mr. Trax took his seat he had presented his Certification of Election and took his oath of office. The elected tax collector and auditor both also presented their certifications and oath of office prior to the meeting as reported by the Treasurer, Judith Taylor. The meeting was held at the Union Township Municipal Building, 3904 Finleyville-Elrama Road, Finleyville, PA. The pledge of allegiance was recited. Board Members in Attendance by roll call were Steve Parish, Larry Spahr, Andrew Tullai, Brenda Cushey, and Charles Trax. Also in attendance: Judith Taylor-Treasurer and Debra Nigon-Secretary.

Public Comment

Ms. Bernadette Speers, the elected Tax Collector had signed the meeting book to discuss the Budget and Wage Rates of the Secretary and Treasurer. Ms. Speers comments were that she believed that the Secretary/Treasurer position should not have been divided into one full-time and one part-time position and believes that the Township is spending unnecessarily when she believes, as a prior Secretary/Treasurer, the position should be filled by only one individual employee. She also said that a Township Manager should have been employed instead of splitting the position and that she did not believe the rates corresponded with other pay rates in adjoining Townships and asked the Board to verify the hourly rate. She also objected to any increase for either position due to the fact that the Board elected to purchase health insurance coverage for the Secretary and Treasurer effective 2014 from the funds represented by a line item in the Budget for Treasurer/Secretary health coverage (added in 2010), since health coverage was not offered to either employee at time of hire. She stated that many companies are opting not to increase salaries due to the extra expense caused by instituting the Affordable Care Act and cited a case of one individual she knows of who had to take a 75% decrease in their pay in order for the Company to accommodate the health insurance requirement. She was also upset that the Road Superintendent was offered family coverage if the Township thought it unfair that the employer of the Treasurer's spouse continue solely covering the Treasurer's health coverage. She also noted that \$400,000 dollars in one of the Township accounts had not been invested and that the Agenda is not always ready when the meeting attendees arrive. She also said that a day she was taking time off for the holidays and not in the office, both clerical employees had scheduled time off and the walk-in taxpayers could not enter the building to drop their payments through her door.

Ms. Speers stated that when she worked for the Township as Secretary/Treasurer there were a mix of full and part-time police officers and their office clerk who were employed by the Township, as well as the Road Crew employees and that she managed the position without any assistance.

Mr. Spahr commented that he remembers when Ms. Speer was employed as a Secretary/Treasurer in the Township and remembers her carrying a heavy burden as she

received no help and there were often times when she was overwhelmed and that there was a subsequent Secretary/Treasurer who voluntarily resigned. Mr. Spahr also made note that there were instances when a prior secretary was very distraught and near having a breakdown who was receiving \$29K per year when she retired. He said that, knowing the workload that is being conducted and what Ms. Speer experienced and what the Township experienced, he did not understand her comments. Mr. Spahr pointed out that if a Township Manager had been hired, he would also need a secretary and health insurance. Mr. Spahr also said that the Board reviewed a salary survey from the PSATS State Association so that they could see what they were paying in other municipalities and that in some areas, they were paying more, and that the decision weighed heavily on him, but the Board felt strongly, in light of problems in the past, that competent individuals should be hired and that to attract and keep more competent employees there are salary and benefit considerations.

She provided the Board with a printout from an Excel spreadsheet which she asked the Board to review first and to hold the decision on pay rate for the Secretary and Treasurer until another meeting. The Board decided to wait until after Executive Session to decide on the rate of pay for the Secretary and Treasurer.

Motion to appoint Andrew Tullai as Chairperson for Year 2014.

Motion by Steve Parish, Second by Brenda Cushey

Roll call vote: Parish-yes, Spahr-yes, Tullai-abstain, Cushey-yes, Trax-yes. Motion carried.

Motion to appoint Larry Spahr as Vice-Chairperson for Year 2014.

Motion by Andrew Tullai, Second by Steve Parish

Roll call vote: Parish-yes, Spahr-abstain, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Mr. Tullai took over the meeting and thanked the Board for having confidence in his leadership. Mr. Tullai said that he has had significant Project Management experience which he will employ in his term as Chairperson. Mr. Spahr made note that the Supervisors devote a great deal of their personal time and effort in the performance of their duties, especially he and Mr. Parish who have been on the Board for the longest time, and that he is not sure the public understands how much time it actually requires. He said that the job of Supervisor is a public service position, because, monetarily, the demands and responsibilities of the position far outweigh any payment they receive for meetings and otherwise.

Motion to appoint Debra Nigon as Secretary/Assistant Treasurer for 2014.

Motion by Brenda Cushey, Second by Larry Spahr

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to set the bond for the Secretary/Assistant Treasurer at \$750,000, for the year 2014.

Motion by Brenda Cushey, Second by Larry Spahr

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to appoint Judith Taylor as Treasurer/Assistant Secretary for year 2014.
Motion by Larry Spahr, Second by Brenda Cushey
Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to set the bond for the Treasurer/Assistant Secretary at \$750,000, for the year 2014.
Motion by Brenda Cushey, Second by Larry Spahr
Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to appoint Ed Frye as Road Superintendent for the year 2014.
Motion by Brenda Cushey, Second by Larry Spahr
Roll call vote: Parish-abstain due to prior discussion with Board, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Mr. Parish said that the rate for the real estate tax collector had already been set in a Motion made prior to election.

Motion to set bond at \$130,000 on real estate tax collection for the Elected Tax Collector, Bernadette Speer, for year 2014.
Motion by Steve Parish, Second by Larry Spahr
Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to set bond at \$36,000 on per capita and street light collection for the Elected Tax Collector, Bernadette Speer, for year 2014.
Motion by Larry Spahr, Second by Brenda Cushey
Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to set the meeting schedule for 2014 for the second and fourth Monday of the Month, except for when the meeting might fall on a recognized Holiday, in which case the meeting will be held the next business day.
Motion by Larry Spahr, Second by Brenda Cushey
Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to set the hourly rate at \$40 per session for the members of the Zoning Hearing Board for the year 2014, with the rate of \$45 for the Secretary of the Zoning Hearing Board.
Motion by LS, Second by Brenda Cushey
Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to re-appoint Mr. Dennis Makel as Township Solicitor for year 2014 at his current rate of \$95 per hour plus reimbursement of expenses.
Motion by Larry Spahr, Second by Brenda Cushey
Roll call vote: Parish-abstain, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Mr. Spahr said that Mr. Makel does not charge for telephone calls, and that this is one of the most inexpensive rates in Washington County

Motion to re-appoint Mr. Carl Dei-Cas, Chester Engineers, as Township Engineer for year 2014 at the current \$124.11 rate, with a \$2000 retainer, no increase from last year, with requested attendance at the Planning Commission Meetings as well as Township Meetings.

Motion by Brenda Cushey, Second by Steve Parish

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Mr. Parish asked for and received confirmation that the rate includes his attendance at Planning Commission meetings.

Motion to re-appoint Mr. Harold Ivery, Jr., Municipal Consulting Service, LLC, as Building Code Official per contracted rates for year 2014.

Motion by Larry Spahr, Second by Steve Parish

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to re-appoint Mr. Robert Clarke, as Zoning Hearing Board Solicitor at his current rate of \$100 per hour for year 2014.

Motion by Steve Parish Second by Larry Spahr

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to appoint Charles Trax as primary to the Washington County Tax Collection Committee for year 2014.

Motion by Larry Spahr, Second by Brenda Cushey

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-abstain. Motion carried.

Motion to appoint John Smida as alternate to the Washington County Tax Collection Committee for year 2014.

Motion by Larry Spahr, Second by Steve Parish

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to appoint Harold Ivery as Township Representative to the Washington County Sewage Council for year 2014.

Motion by Larry Spahr Second by Brenda Cushey

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to appoint Judith Taylor as Alternate to the Washington County Sewage Council for year 2014.

Motion by Larry Spahr Second by Brenda Cushey

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to appoint Leonard Bailey as Emergency Management Coordinator for year 2014.

Motion by Brenda Cushey, Second by Larry Spahr

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to appoint Edward Frye, Sr., as Chairman of the Vacancy Board for year 2014.

Motion by Brenda Cushey, Second by Larry Spahr

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. . Motion carried.

Motion to designate depositories of Township Funds as Citizens Bank, PLGIT, First Niagara, PNC Bank, Huntington, and Charleroi Federal for year 2014

Motion by Steve Parish, Second by Larry Spahr

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to designate signatories for checks as either the Treasurer/Assistant Secretary or the Secretary/Assistant Treasurer and two Supervisors for year 2014 with the exception of payroll which is direct deposited.

Motion by Steve Parish, Second by Brenda Cushey

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to set a policy for year 2014 to approve payment of bills and perform ACH transactions and credit card transactions that come due between meetings and request approval at the next meeting.

Motion by Brenda Cushey, Second by Steve Parish

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to designate the Observer-Reporter for legal advertising for year 2014.

Motion by Steve Parish, Second by Larry Spahr

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to appoint Mr. Steve Parish as Road Master/Operator/Employee for year 2014.

Motion by Larry Spahr, Second by Brenda Cushey

Roll call vote: Parish-abstain, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to appoint Mr. Larry Spahr as Road Master/Operator/Employee for year 2014.

Motion by Steve Parish, Second by Brenda Cushey

Roll call vote: Parish-yes, Spahr-abstain, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to appoint Mr. Andrew Tullai as Road Master/Operator/Employee for year 2014.

Motion by Andrew Tullai, Second by Brenda Cushey

Roll call vote: Parish-yes, Spahr-yes, Tullai-abstain, Cushey-yes, Trax-yes. Motion carried.

Motion to appoint Ms. Brenda Cushey as Road Master/Operator/Employee for year 2014.

Motion by Larry Spahr, Second by Steve Parish

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-abstain, Trax-yes. Motion carried.

Motion to appoint Mr. Charles Trax as Road Master/Operator/Employee for year 2014.

Motion by Larry Spahr, Second by Brenda Cushey

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-abstain. Motion carried.

Board Approved: January 27, 2014

Motion to authorize for year 2014 any interested parties to attend the State and County Conventions with the Township to pay expenses as necessary, with the voting delegate for the County convention designated as Ms. Judith Taylor.

Motion by Andrew Tullai, Second by Brenda Cushey

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-abstain. Motion carried.

Motion to set mileage reimbursement at the prevailing IRS rate, currently \$0.56, plus tolls for year 2014.

Motion by Brenda Cushey Second by Larry Spahr

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

Motion to go into executive session for reasons of personnel at 8:20 p.m.

Motion by Brenda Cushey, Second by Larry Spahr

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes.

Motion carried.

The Board returned from executive session at 8:50 p.m. The Chairperson stated that issues involving personnel were discussed

Motion to set the wages for the Secretary/Assistant Treasurer, Treasurer/Assistant Secretary and the Road Superintendent at the current rate with a 2% increase for 2014 and to inaugurate the institution of a performance evaluation review prior to future increases.

Motion by Steve Parish, Second by Brenda Cushey

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes. Motion carried.

2013 Rates were:

Road Superintendent \$49,440 salary

Treasurer \$18.50/hour

Secretary \$16.90/hour

2014 Rates will be:

Road Superintendent \$50,428.80 salary

Treasurer \$18.87/hour


Secretary \$17.24/hour

The Board discussed contacting individuals from Jefferson and Elrama Fire Department to arrange a meeting prior to the regular meeting to discuss the new garage bay addition.

Motion to adjourn the meeting at 9:00 p.m.

Motion by Brenda Cushey Second by Larry Spahr

Roll call vote: Parish-yes, Spahr-yes, Tullai-yes, Cushey-yes, Trax-yes Motion carried.


Debra A. Nigon, Secretary