

**Union Township Board of Supervisors
Reorganization Meeting
January 7, 2019
11:00 am.**

The Union Township Board of Supervisors reorganization meeting was called to order by Heather Daerr at 11:00 am. The pledge of allegiance was recited.

Board members in attendance by roll call were Heather Daerr, Richard Lawson, and Charles Trax. Supervisor, Paul Chasko was absent.

Also, in attendance Nicole Dooley-Secretary/Treasurer and Joan Carmen-Asst. Secretary/Treasurer.

Motion to elect Heather Daerr as Union Township Board of Supervisors Chairperson.

Motion by Charles Trax, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to elect Charles Trax as Union Township Board of Supervisors Vice-Chairperson.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Gary Sweat and Sweat Law Offices as Union Township Solicitor.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Steven Taczak as Special Counsel for the Union Township Zoning Hearing Board.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint James Harshman / Harshman CE Group, LLC. as Union Township Engineer.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Nicole Dooley as Union Township Secretary/Treasurer.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Joan Carmen as Union Township Assistant Secretary/Treasurer.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Jarrod D'Amico / Harshman CE Group, LLC. as Union Township Zoning/Code Enforcement Officer.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Tom Kelley as Union Township Acting Road Superintendent.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Clifton Larson Allen as Auditor for Union Township 2018 DCED Audit.
Motion by Heather Daerr, Second by Charles Trax
Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Keystone Collections as Union Township Earned Income Tax Collector
Motion by Heather Daerr, Second by Charles Trax
Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Keystone Collections as Union Township Local Services Tax Collector.
Motion by Heather Daerr, Second by Charles Trax
Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Washington County Sewerage Council as Union Township Sewerage Enforcement Officer.
Motion by Heather Daerr, Second by Charles Trax
Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Richard Lawson and Charles Trax as Union Township representatives to the Washington County Sewage Council.
Motion by Heather Daerr, Second by Charles Trax
Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Kym Secret as the Union Township Animal Control Officer.
Motion by Heather Daerr, Second by Charles Trax
Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Joan Carmen and/ or Nicole Dooley as the Voting Delegate and/or Alternate Voting Delegate to PSATS State Convention.
Motion by Heather Daerr, Second by Charles Trax
Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to designate Brentwood Bank, Key Bank, PNC Bank, and PLGIT as depositories for Township funds.
Motion by Heather Daerr, Second by Charles Trax
Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint James Harshman/Harshman CE Group, LLC for residential and Emery Yuhas for commercial inspections in Union Township.
Motion by Heather Daerr, Second by Richard Lawson
Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Nicole Dooley and Joan Carmen as administrators for all Township Pension Funds.
Motion by Heather Daerr, Second by Charles Trax
Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Lenny Bailey as the Union Township Emergency Management Coordinator.
Motion by Heather Daerr Second by Charles Trax
Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to designate the Observer Reporter for Union Township legal advertisements.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to table the appointment of Union Township Vacancy Board Chairman.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to table appointment of Union Township representative to the Southeastern Regional EMS.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Richard Lawson as a Union Township Road Master.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to appoint Charles Trax as a Union Township Road Master.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to accept Supervisor, Deborah Sargent's resignation from the Union Township Board of Supervisors.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Supervisor, Heather Daerr publicly thanked Mrs. Sargent for her hard work. Mrs. Daerr stated Mrs. Sargent was a great asset to Union Township and will be greatly missed.

Motion to authorize the extension of the 2018 Teamsters Local 205 contract and wage rates until negotiations are finished for the new contract.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to authorize Supervisor, Nicole Dooley, and Joan Carmen as signors on Union Township checks.

Motion by Heather Daerr, Second by Richard Lawson

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to set Union Township Board of Supervisors meeting the second and fourth Wednesdays of every month at 7:00 pm.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to set Union Township Planning Department meeting for the second Wednesday of every month at 5:30 pm.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to set Secretary/ Treasurer and Assistant Secretary Treasurer bond at \$500,000.00.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to set wage rate for elected tax collector at 3% current, 5% delinquent for Real Estate, Street Light and Per Capita.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to set bond for tax collector at 30% of tax duplicate for Per Capita and Street Light collections.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to table the adoption of meeting rules of conduct.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to adopt the most recent edition of Roberts Rules as the Parliamentary Procedure of Union Township.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to set mileage reimbursement for use of personal vehicles at 54.5 cents per mile.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to approve fee schedule for Solicitor.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to approve fee schedule for Acting Road Superintendent at \$55.00 per hour.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to approve fee schedule for Harshman CE Group, LLC.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to approve fee schedule for Animal Control.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to approve Auditor Fee Schedule.

Motion by Heather Daerr, Second by Charles Trax

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to set wage rate as \$45.00 per hour for Zoning Hearing Board, \$50.00 for Zoning Hearing Board Secretary.

Motion by Charles Trax, Second by Heather Daerr

Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to authorize any Supervisor, Joan Carmen, and/or Nicole Dooley to attend PSATS Convention.
Motion by Heather Daerr, Second by Charles Trax
Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Motion to table appointments to fill the following vacancies: Union Township Board of Supervisors, Recreation Board, Zoning Hearing Board, and PCSA.
Motion by Heather Daerr, Second by Charles Trax
Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

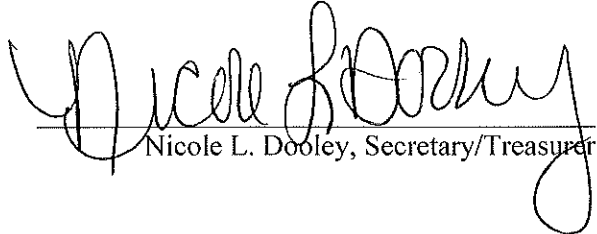
Motion to approve the December 2018 supplemental bill pay list in the amount of \$12,530.10.
Motion by Heather Daerr, Second by Charles Trax
Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**

Public Comment:

No public comment was made.

Motion to adjourn at 11:29 am.

Motion by Heather Daerr, Second by Charles Trax
Roll Call Vote: Richard Lawson-YES, Charles Trax-YES, Heather Daerr-YES. **Motion Carried.**



Nicole L. Dooley, Secretary/Treasurer