

**Brady Township**  
Board of Supervisors  
141 West Liberty Road  
Slippery Rock, PA 16057

**Minutes of the Reorganizational Meeting**  
**January 6, 2020**

**Attendance:** Supervisors Robert McConnell, Kenneth Hertzog, Donald Staiger, Attorney Ron Coyer

After the pledge of allegiance, the meeting was called to order at 6:00 pm by Chairman, Robert McConnell and subsequently turned over to Secretary Ann Stockert for the election of the Board Chairman.

1. A **MOTION** was made by Donald Staiger and seconded by Robert McConnell to appoint Robert McConnell as the Chairman of the Board. Supervisor Kenneth Hertzog opposed. Since a majority was in favor the **MOTION** passed.

Chairman Robert McConnell proceeded to continue the meeting.

2. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to appoint Ken Hertzog as the Vice-Chairman of the Board. All in favor and the **MOTION** passed.
3. The following appointments were made:
  - a. Secretary/Treasurer (currently Ann Stockert)– a **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger. All in favor and the **MOTION** passed.
  - b. Assistant Office Assistant (currently Samantha Jenkins) – a **MOTION** was made by Kenneth Hertzog and seconded by Robert McConnell. All in favor and the **MOTION** passed.
  - c. Roadmaster/Lead Roadmaster (currently Robert McConnell) – A **MOTION** was made by Donald Staiger and seconded by Robert McConnell. Supervisor Kenneth Hertzog opposed. Since the majority were in favor the **MOTION** passed.
  - d. Webmaster (currently Ann Stockert) – A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger. All in favor and the **MOTION** passed.
  - e. Permit Officer/Zoning Officer – Current Permit/Zoning Officer Ann Stockert resigned her position. Robert McConnell made a **MOTION** to appoint Ann Stockert as the interim Permit/Zoning Officer until the position can be filled. Kenneth Hertzog seconded the **MOTION**. All in favor and the **MOTION** passed.
  - f. Primary Sewage Enforcement Officer (currently Doug Duncan) – A **MOTION** was made by Kenneth Hertzog and seconded by Robert McConnell. All in favor and the **MOTION** passed.
  - g. Backup Sewage Enforcement Officer (currently David Ice) – A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger. All in favor and the **MOTION** passed.
  - h. Code Enforcement Officer/Stormwater Management Coordinator (currently Richardson Inspection Services) – A **MOTION** was made by Robert McConnell and seconded by Kenneth Hertzog. All in favor and the **MOTION** passed.

- i. Emergency Management Coordinator (currently Ken Hertzog) – A **MOTION** was made by Robert McConnell and seconded by Donald Staiger. All in favor and the **MOTION** passed.
  - j. Employment of the following road/maintenance crew members:  
Aaron Hertzog, Donna Hertzog, Robert McConnell, Perry Christy and Donald Staiger  
A **MOTION** was made by Robert McConnell and seconded by Kenneth Hertzog.  
All in favor and the **MOTION** passed.
  - k. Township Solicitor (currently SR Law/Attorney Ron Coyer) – a **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger. All in favor and the **MOTION** passed.
  - l. Township Engineer (currently KLH Engineers, Inc./John Mowry) – A **MOTION** was made by Kenneth Hertzog and seconded by Robert McConnell. All in favor and the **MOTION** passed.
  - m. PA One Call Contact (currently Robert McConnell) – A **MOTION** was made by Donald Staiger and seconded by Kenneth Hertzog). All in favor and the **MOTION** passed.
  - n. PA One Call alternate contact (currently Ken Hertzog) – A **MOTION** was made by Donald Staiger and seconded by Kenneth Hertzog. All in favor and the **MOTION** passed.
  - o. Floodplain Administrator representative (currently Robert McConnell) – A **MOTION** was made by Donald Staiger and seconded by Robert McConnell. All in favor and the **MOTION** passed.
  - p. Butler County Tax Collection Committee delegate and alternate (Currently Ann Stockert and Helen Staiger) – A **MOTION** was made by Robert McConnell and seconded by Kenneth Hertzog. Supervisor Donald Staiger abstained. Since the majority was in favor the **MOTION** passed.
4. A **MOTION** was made by Ken Hertzog and seconded by Donald Staiger to appoint the following to various boards, commissions and committees:
- a. Zoning Hearing Board – Daniel Opalewski (Term 2023)
  - b. Zoning Hearing Board alternate – Linda Snyder (Term 2023)
  - c. Planning Commission Board – Kenneth Hertzog (Term 2023)
  - d. Chairman of the Board of Vacancies - Ethan Schwarz
- All in favor and the **MOTION** passed.
- e. A **MOTION** was made by Kenneth Hertzog and seconded by Robert McConnell to appoint Donald Staiger as a member of the Board of Supervisors to the Ag Security Committee. All in favor and the **MOTION** passed.
5. A **MOTION** was made by Kenneth Hertzog and seconded by Robert McConnell to adopt Resolution **2020-1** appointing First National Bank and the Pennsylvania Local Government Investment Trust as the depository for Brady Township. All in favor and **MOTION** passed.
6. A **MOTION** was made by Kenneth Hertzog and seconded by Robert McConnell to adopt Resolution **2020-2** appointing Brooks & Rhoads, Certified Public Accountants to perform the 2019 audit of the township financials. All in favor and **MOTION** passed.

7. A **MOTION** was made by Kenneth Hertzog and seconded by Robert McConnell to adopt Resolution **2020-3** stating the protocol for attendance at township meetings. All in favor and **MOTION** passed.
8. A **MOTION** was made by Kenneth Hertzog and seconded by Robert McConnell to adopt Resolution **2020-4** regarding Driveway Culvert requirements. All in favor and **MOTION** passed.
9. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to adopt Resolution **2020-5** regarding payment of select bills outside of the regular monthly meeting. All in favor and **MOTION** passed.
10. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to adopt Resolution **2020-6** stating the disposal of Earned Income Tax records and all electronic backup of the same prior to 2013. All in favor and **MOTION** passed.
11. A **MOTION** was made by Robert McConnell and seconded by Kenneth Hertzog to adopt Resolution **2020-7** stating the disposal by the Secretary/Treasurer of Municipal records prior to and including 2013 per the records retention schedule. All in favor and **MOTION** passed.
12. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to adopt Resolution **2020-8** to issue paychecks during **2020** to employees of the township on a bi-weekly pay cycle. All in favor and **MOTION** passed.
13. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to adopt Resolution **2020-9** to appoint the Brady Township Tax Collector and the Brady Township Secretary/Treasurer as authorized contacts for the Earned Income Tax Collector for Berkheimer Tax Collector. All in favor and **MOTION** passed.
14. A **MOTION** was made by Ken Hertzog and seconded by Donald Staiger to adopt Resolution **2020-10** declaring yearly benefits for the Secretary/Treasurer to include 15 Paid Time Off (PTO) days and 10 paid holidays. All in favor and **MOTION** passed.
15. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to adopt Resolution **2020-11** declaring the Emergency Management Fee Schedule for Slippery Rock and Unionville Volunteer Fire Departments. All in favor and **MOTION** passed.
16. A **MOTION** was made by Kenneth Hertzog and seconded by Robert McConnell to adopt Resolution **2020-12** declaring the 2020 Fee Schedule as presented which incorporates both the Sewage Enforcement Officer fees and the Code Enforcement agency fees along with the Brady Township Fee Schedule. All in favor and the **MOTION** passed.

17. A **MOTION** was made Kenneth Hertzog and seconded by Donald Staiger to approve the Board of Supervisors meeting date and time to be the third Wednesday of each month at 7:00pm with the exception of May 2020 due to the BCATO Spring Convention. The May meeting will be on May 27, 2020. All in favor and **MOTION** passed.
18. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to appoint Campbell Tree Trimming as the township subcontractor for tree trimming and tree removal. Supervisor Ken Hertzog abstained. Since the majority was in favor, the **MOTION** passed.
19. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to retain Unionville Volunteer Fire Department as the primary fire protection and Slippery Rock Fire Department as the secondary fire protection for the southern section of Brady Township and the opposite for the northern section of the township. All in favor and the **MOTION** passed.
20. A **MOTION** was made by Ken Hertzog and seconded by Donald Staiger to approve the attendance of the Board of Supervisors and Secretary to the PSATS 2020 conference from May 3<sup>rd</sup> – 6<sup>th</sup> in Hershey, PA and authorize reimbursement of reasonable expenses including travel, mileage, and any other expenses deemed allowable by the Township Second Class Code. All in favor and the **MOTION** passed. Since no one expressed an interest in attending the PSATS 2020 Conference a delegate to the conference was not appointed.
21. Since no information has been available regarding the Northwest Comprehensive Plan Committee no delegate was appointed to the committee.
22. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve reimbursement of expenses incurred while attending seminars and training for appointed and elected officials and any other employee the Board of Supervisors chooses. All in favor and **MOTION** passed.
23. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve all expenses incurred by the township for the residents, developers, or petitioners before the Board of Supervisors will be passed on to those requesting the use of the township resources. All in favor and **MOTION** passed.
24. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve the mileage reimbursement rate for **2020** at the current IRS allowance of .575 cents per mile. All in favor and **MOTION** passed.
25. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve the Treasurer's Bond at \$500,000. All in favor and **MOTION** passed.

26. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve the Secretary/Treasurer's wages at \$18.54/hour. All in favor and **MOTION** passed.
27. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve the Webmaster wages at \$18.54/hour. All in favor and **MOTION** passed.
28. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve the interim Zoning/Permits Officer wages at \$18.54/hour. All in favor and **MOTION** passed.
29. A **MOTION** was made by Donald Staiger and seconded by Robert McConnell to approve the Skilled Labor wages for Aaron Hertzog and Donna Hertzog at \$16.48/hour. Supervisor Kenneth Hertzog abstained. Since the majority was in favor the **MOTION** passed.
30. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve the Unskilled Labor wage for Perry Christy at \$12.36/hour. Supervisor Robert McConnell abstained. Since the majority was in favor the **MOTION** passed.
31. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve the Office Assistant wage for Samantha Jenkins at \$13.39/hour. All in favor and the **MOTION** passed.
32. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve a letter to be sent to the elected Auditors with recommendations of wages for working supervisors to be \$19.31/hour. All in favor and **MOTION** passed
33. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve the following labor rates:
- a. Skilled Labor - \$12.00 - \$16.00 per hour
  - b. Unskilled Labor - \$8.00 - \$12.00 per hour
- All in favor and **MOTION** passed.
34. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve the following exchange rates for other townships:
- a. Truck - \$40.00/hour, operator included
  - b. Grader - \$40.00/hour, plus hourly rate for operator
  - c. Mower - \$45.00/hour, operator included
  - d. Backhoe - \$40.00/hour/operator included
- All in favor and **MOTION** passed.

35. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to approve the Spring Clean Up days for Brady Township to be May 15, 16 & 17, **2020**. All in favor and **MOTION** passed.

36. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to set the Halloween hours for October 31, **2020** from 6:00 - 8:00pm. All in favor and **MOTION** passed.

During the meeting, resident Cindy Rudish stated several concerns regarding Supervisor Robert McConnell serving as both the Roadmaster and the Chairman of the Board.

There being no further business, a **MOTION** to adjourn was made by Donald Staiger and seconded by Kenneth Hertzog. All in favor and **MOTION** passed. The meeting was adjourned at 6:48pm.

Respectfully submitted,

Ann Stockert  
Brady Township Secretary