

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

Minutes of the Reorganizational Meeting
January 4, 2021

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 Kenneth Hertzog to nominate Donald Staiger as Chairman of the Board of Supervisors. Donald Staiger refused the nomination. A **MOTION** was made by Donald Staiger to nominate Kenneth Hertzog as Chairman of the Board of Supervisors. Kenneth Hertzog seconded the **MOTION**. All in favor and the **MOTION** passed.

Chairman Kenneth Hertzog proceeded to continue the meeting.

2. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to appoint Robert McConnell as the Vice-Chairman of the Board. All in favor and the **MOTION** passed.
3. The following appointments were made:
 - a. Secretary – a **MOTION** was made by Donald Staiger and seconded by Robert McConnell to appoint Linda Terpstra as Secretary. All in favor and the **MOTION** passed.
 - b. Treasurer – a **MOTION** was made by Donald Staiger and seconded by Kenneth Hertzog to appoint Ann Stockert as Treasurer. Supervisor Robert McConnell opposed the appointment. Since the majority were in favor the **MOTION** passed.
 - c. Assistant Secretary – A **MOTION** was made by Donald Staiger and seconded by Kenneth Hertzog to appoint Ann Stockert as Assistant Secretary. Supervisor Robert McConnell opposed the appointment. Since the majority were in favor the **MOTION** passed.
 - d. Roadmaster/Lead Roadmaster – A **MOTION** was made by Donald Staiger and seconded by Robert McConnell to appoint Robert McConnell as the lead roadmaster. All in favor and the **MOTION** passed.
 - e. Webmaster – A **MOTION** was made by Donald Staiger and seconded by Robert McConnell to appoint Linda Terpstra as Webmaster for the website. All in favor and the **MOTION** passed.
 - f. Permit Officer/Zoning Officer – Kenneth Hertzog made a **MOTION** to appoint Ann Stockert as the interim Permit/Zoning Officer until the position can be filled. Donald Staiger seconded the **MOTION**. All in favor and the **MOTION** passed.
 - g. Primary Sewage Enforcement Officer – A **MOTION** was made by Kenneth Hertzog and seconded by Robert McConnell to appoint Doug Duncan as the Primary Sewage Enforcement Officer. All in favor and the **MOTION** passed.
 - h. Backup Sewage Enforcement Officer – A **MOTION** was made by Donald Staiger and seconded by Robert McConnell to appoint David Ice as the backup Sewage Enforcement Officer. All in favor and the **MOTION** passed.

- i. Code Enforcement Officer/Stormwater Management Coordinator – A **MOTION** was made by Donald Staiger and seconded by Robert McConnell to appoint Richardson Inspection Services as the Code Enforcement Officer/Stormwater Management Coordinator. All in favor and the **MOTION** passed.
- j. Emergency Management Coordinator – A **MOTION** was made by Donald Staiger and seconded by Robert McConnell to appoint Kenneth Hertzog as Emergency Management Coordinator. All in favor and the **MOTION** passed.
- k. Employment of the following road/maintenance crew members - A **MOTION** was made by Donald Staiger and seconded by Robert McConnell to appoint Kenneth Hertzog, Aaron Hertzog, Donna Hertzog, Robert McConnell, Perry Christy and Donald Staiger as road/maintenance crew members. All in favor and the **MOTION** passed.
- l. Township Solicitor – a **MOTION** was made by Robert McConnell and seconded by Donald Staiger to appoint SR Law/Ron Coyer as the township solicitor. All in favor and the **MOTION** passed.
- m. Township Engineer – A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to appoint KLH Engineers/John Mowry and Veronica Mowry as the township engineer. All in favor and the **MOTION** passed.
- n. PA One Call Contact – A **MOTION** was made by Donald Staiger and seconded by Robert McConnell to appoint Robert McConnell and Kenneth Hertzog as the contacts for PA One Call. All in favor and the **MOTION** passed.
- o. Floodplain Administrator representative – A **MOTION** was made by Donald Staiger and seconded by Robert McConnell to appoint Robert McConnell as the floodplain administrator. All in favor and the **MOTION** passed.
- p. Butler County Tax Collection Committee delegate and alternate – A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to appoint Linda Terpstra as delegate and Helen Staiger as alternate to the Butler County Tax Collection Committee. All in favor and the **MOTION** passed.

4. Appointment of Boards, Commissions and Committees

- a. A **MOTION** was made by Kenneth Hertzog and seconded by Donald Staiger to appoint Mark Willis as a Zoning Hearing board member for a term to 12-31-2023. All in favor and the **MOTION** passed.
- b. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to appoint William Osche and MJ Lindey as Planning Commission board members for a term to 12-31-2024. All in favor and the **MOTION** passed.
- c. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to appoint Ethan Schwarz as the Chairman of the Board of Vacancies to fill the position so appointed and elected officials who resign during their term of office. All in favor and the **MOTION** passed.
- d. 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 Ag Security Committee. All in favor and the **MOTION** passed.

5. Adoption of Resolutions

- a. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to adopt Resolution **2021-1** appointing First National Bank and the Pennsylvania Local Government Investment Trust as the depository for Brady Township. All in favor and **MOTION** passed.
- b. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to adopt Resolution **2021-2** appointing Brooks & Rhoads, Certified Public Accountants to perform the 2020 audit of the township financials. All in favor and **MOTION** passed.
- c. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to adopt Resolution **2021-3** stating the protocol for attendance at township meetings. All in favor and **MOTION** passed.
- d. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to adopt Resolution **2021-4** regarding Driveway Culvert requirements. All in favor and **MOTION** passed.
- e. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to adopt Resolution **2021-5** regarding payment of select bills outside of the regular monthly meeting. All in favor and **MOTION** passed.
- f. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to adopt Resolution **2021-6** stating the disposal of Earned Income Tax records and all electronic backup of the same prior to 2014. All in favor and **MOTION** passed.
- g. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to adopt Resolution **2021-7** stating the disposal by the Secretary/Treasurer of Municipal records prior to and including 2014 per the records retention schedule. All in favor and **MOTION** passed.
- h. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to adopt Resolution **2021-8** to issue paychecks during **2021** to employees of the township on a bi-weekly pay cycle. All in favor and **MOTION** passed.
- i. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to adopt Resolution **2021-9** to appoint the Brady Township Tax Collector and the Brady Township Treasurer as authorized contacts for the Earned Income Tax Collector for Berkheimer Tax Collector. All in favor and **MOTION** passed.

- j. A **MOTION** was made by Donald Staiger and seconded by Robert McConnell to adopt Resolution **2021-10** declaring the Emergency Management Fee Schedule for Slippery Rock and Unionville Volunteer Fire Departments. All in favor and **MOTION** passed.
- k. A **MOTION** was made by Donald Staiger and seconded by Robert McConnell to adopt Resolution **2021-11** declaring the 2021 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.

6. Authorizations/Approvals/**MOTIONS**

- a. A **MOTION** was made Robert McConnell and seconded by Donald Staiger to approve the Board of Supervisors meeting date and time to be the third Wednesday of each month. All in favor and **MOTION** passed.
- b. 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.
- c. A **MOTION** was made by Robert McConnell 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.
- d. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to approve the attendance of the Board of Supervisors and Secretary to the PSATS 2021 conference from April 18 – 21, 2021 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.
- e. No voting delegate was appointed to the PSATS State Convention.
- f. A **MOTION** was made by Robert McConnell 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.
- g. A **MOTION** was made by Robert McConnell 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.

- h. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to approve the mileage reimbursement rate for **2021** at the current IRS allowance. All in favor and **MOTION** passed.
- i. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to approve the Treasurer's Bond at \$500,000. All in favor and **MOTION** passed.
- j. A **MOTION** was made by Robert and seconded by Donald Staiger to approve the Secretary wages at \$13.00/hour with a review of salary and work after 90 days of employment. All in favor and **MOTION** passed.
- k. A **MOTION** was made by Donald Staiger and seconded by Kenneth Hertzog to approve the Treasurer/Assistant Secretary wages at the current rate of \$18.54/hour. Supervisor Robert McConnell opposed the **MOTION**. Since the majority were in favor the **MOTION** passed.
- l. A **MOTION** was made by Donald Staiger and seconded by Robert McConnell to approve the Webmaster wages at \$18.54/hour for Ann Stockert. After discussion the **MOTION** was rescinded and a **MOTION** was made by Donald Staiger and seconded by Robert McConnell to approve the Webmaster wage for Linda Terpstra at \$13.00/hour with a review after 90 days. All in favor and **MOTION** passed.
- m. A **MOTION** was made by Donald Staiger and seconded by Kenneth Hertzog to approve the interim Zoning/Permits Officer wages at \$18.54/hour. Supervisor Robert McConnell opposed the **MOTION**. Since the majority were in favor the **MOTION** passed.
- n. 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 \$16.89/hour. Supervisor Kenneth Hertzog abstained. Since the majority was in favor the **MOTION** passed.
- o. A **MOTION** was made by Donald Staiger and seconded by Kenneth Hertzog to approve the Unskilled Labor wage for Perry Christy at \$12.67/hour. Supervisor Robert McConnell abstained. Since the majority was in favor the **MOTION** passed.
- p. A **MOTION** was made by Kenneth Hertzog and seconded by Robert McConnell to approve a letter to be sent to the elected Auditors with recommendations of wages for working supervisors to be \$20.00/hour. All in favor and **MOTION** passed
- q. A **MOTION** was made by Robert McConnell 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 hourAll in favor and **MOTION** passed.

r. A **MOTION** was made by Robert McConnell 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.

s. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to approve the Spring Clean Up days for Brady Township to be May 21, 22, 23, 2021. All in favor and **MOTION** passed.

t. A **MOTION** was made by Robert McConnell and seconded by Donald Staiger to set the Halloween hours for October 31, 2021 from 6:00 - 8:00pm. All in favor and **MOTION** passed.

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 6:45pm.

Respectfully submitted,

Ann Stockert
Brady Township Assistant Secretary