

### MINUTES FOR MEETING OF JANUARY 3, 2017

The Organizational meeting of the Pine Grove Township Supervisors was held on Tuesday, January 3, 2017 at 7:00 PM at the Town Hall. Supervisors present were Charles Morrison, Linda Farnsworth and Carmen Ferranto. Others present were Ken Porter and Julie Parmenter.

Linda Farnsworth made a motion to appoint Charles Morrison as temporary chairman. Carmen Ferranto seconded the motion.

The first order of business was the nomination of officers. Linda Farnsworth made a motion to nominate Charles Morrison as chairman. Carmen Ferranto seconded the motion.

Chairman – Charles Morrison – Linda Farnsworth motion and Carmen Ferranto second. All in favor.  
 Vice Chairman – Linda Farnsworth – Carmen Ferranto motion and Charles Morrison second. All in favor.  
 Treasurer – Julie Parmenter – Linda Farnsworth motion and Carmen Ferranto second. All in favor.  
 Assistant Treasurer – Carmen Ferranto – Charles Morrison motion and Linda Farnsworth second. All in favor.

Secretary – Julie Parmenter – Linda Farnsworth motion and Carmen Ferranto second. All in favor.  
 Vacancy Board Member – James Schrecongost – Linda Farnsworth motion and Carmen Ferranto second. All in favor.

Road Foreman – Kenneth Porter – Linda Farnsworth motion and Carmen Ferranto second. All in favor.  
 Skilled Laborers – Rodney Lindell & Jeff Pedersen – Linda Farnsworth motion and Carmen Ferranto second. All in favor.

Solicitor – Swanson, Bevevino and Gilford, PC – Charles Morrison motion to try this firm for 6 months and see how they work out and Linda Farnsworth second. All in favor.

Depository – PNC Bank and Northwest Savings Bank – Carmen Ferranto motion and Charles Morrison second. All in favor.

Sewage Enforcement Officer – Todd Fantaskey with alternate Nick Melnick – Carmen Ferranto motion and Charles Morrison second. All in favor.

Emergency Coordinator – Richard Barrett – Linda Farnsworth motion and Carmen Ferranto second. All in favor.

Assistant Emergency Coordinator – Thomas Russell – Charles Morrison motion and Linda Farnsworth second. All in favor.

Charles Morrison made a motion to adjourn the meeting to go into executive session to discuss employee's wages for the coming year. Linda Farnsworth seconded the motion. The vote was unanimous and the motion carried.

Charles Morrison reopened the meeting following the executive session. Charles Morrison made a motion that all employees will receive a 2% wage increase. Carmen Ferranto seconded the motion. The vote was unanimous and the motion carried.

The following will be as follows for 2017:

Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, 1<sup>st</sup> Day of Deer Season and Christmas Day.

Vacations: Road Crew and Secretary

1 year	5 days
2 through 9 years	10 days
10 through 19 years	15 days
20 years or more	20 days

Personal Days: 4

Sick Time: 1 year	5 days paid sick time
2 years on	8 days paid sick time

Death in the Family - \*Immediate Family – 3 days off with pay  
 With the exception of spouse and child – 5 days off with pay  
 \*\*Extended Family - 1 day off with pay

\*Immediate Family – Mother, Father, Husband, Wife, Child, Sister, Brother, Grandparent, Mother-in-Law, Father-in-Law

\*\*Extended Family - Aunt, Uncle, Brother-in-Law, Sister-in-Law, Cousin

Mileage Compensation: \$ .55 per mile

Treasurers Bond Limit set at \$500,000.

Carmen Ferranto made a motion to approve the holidays, vacation, personal, sick days, funeral days with noted changes; and mileage compensation. Linda Farnsworth seconded the motion. The vote was unanimous and the motion carried.

The Treasurer's Bond Limit set at \$500,000 motion was made by Carmen Ferranto and seconded by Linda Farnsworth. The vote was unanimous and the motion carried.

Voting Delegate to the State Convention – Carmen Ferranto.

Supervisors meetings will be held on the 2<sup>nd</sup> Wednesday of each month at the Town Hall at 7:00 PM. A motion was made by Carmen Ferranto and seconded by Linda Farnsworth. The vote was unanimous and the motion carried.

Carmen Ferranto made a motion to adjourn the organizational meeting at 7:34 p.m. Linda Farnsworth seconded the motion.

Charles Morrison opened the regular township meeting at 7:34 p.m.

The meeting opened with the pledge to the flag.

Charles Morrison read over the agenda and asked if there were any comments from visitors or residents. No visitors were present.

A motion was made to approve the minutes from the December 14, 2016, meeting by Carmen Ferranto. Linda Farnsworth seconded the motion. The vote was unanimous and the motion carried.

Linda Farnsworth made a motion to approve the Treasurer's Report dated January 3, 2017. Carmen Ferranto seconded the motion. The vote was unanimous and the motion carried.

Linda Farnsworth made a motion to approve the payment of bills in the amount of \$36,292.46 for the general fund, \$14,421.86 for the sewer fund, \$6,701.62 for the sewer II fund, and \$3,198.35 for the water fund. Also, approval for payment of any utilities that may come due before the next regular scheduled meeting. The motion was seconded by Carmen Ferranto. The vote was unanimous and the motion carried.

Ken Porter reported that they have been doing quite a bit of plowing. He advised that they are working on the old dump truck, ordered new chains, noted that the backhoe bucket is in need of some work. Linda suggested sending someone to school to do our own inspections but it was discussed that we do not have a certified garage to perform inspections in. Carmen asked if there was anything Ken felt needed improvements on. The Supervisors also inquired on how Jeff was adjusting and Ken advised he was doing very well.

Next was some discussion on a Reimbursement & Maintenance Agreement for the SR 1012 bridge project over the Conewango Creek and a Resolution required to be attached to the agreement. The Reimbursement and Maintenance agreement describe the responsibilities of both the Department and Pine Grove Township. **RESOLUTION #1-3-17** authorizes the Chairman to sign the Maintenance Agreement on the Townships behalf. Linda Farnsworth made a motion to pass **RESOLUTION #1-3-17** for the Chairman to sign the Maintenance Agreement and Carmen Ferranto seconded the motion. The vote was unanimous and the motion carried.

There was some discussion on a letter received requesting an official proclamation be passed for National School Choice Week. After noting that Warren County had already passed the proclamation in 2016 the Supervisors decided not to pass this as the Township is within Warren County.

Next was a short discussion on the Fire Departments generator. Charles Morrison advised the other Supervisors that recently the emergency generator needed some repairs. The Fire Department approached Charles to inquire if the Township would be willing to pay for half of the repairs. Carmen Ferranto made a motion to pay for half of the payment as presented by the Fire Department for the repairs to the generator. Linda Farnsworth seconded the motion. The vote was unanimous and the motion carried.

Next on the agenda was a resume received from Swanson, Bevevino and Gilford for legal services for the Township. This matter was discussed during the organizational meeting and the Supervisors decided to work with this firm on a trial period of six months to see how their services is.

Linda Farnsworth made a motion for adjournment at 8:16 PM. Carmen Ferranto seconded the motion. The vote was unanimous and the motion carried.

Sincerely,

Secretary