

1. The Organization meeting of the North Shenango Township Board of Supervisors was called to order at 10:00 with the Pledge of Allegiance. Present at the meeting were Supervisors, Dan Dickey, Roseanne Staab, and Eloise Settlemire and Secretary/Treasurer Donna Kean.
2. Dan Dickey stepped down as Chair and turned the meeting over to Temporary Chairman, Eloise Settlemire. Roseanne Staab nominated Dan Dickey as the permanent Chairman. Eloise Settlemire seconded the motion. Voted for Dan, Roseanne, and Eloise. (Recorded under Temporary Secretary)

**\*\*\*\*\*Permanent Chairman Dan Dickey takes over the meeting\*\*\*\*\***

3. Dan Dickey nominated Donna Kean as the Secretary/Treasurer. Eloise Settlemire seconded the motion. Voted for, Dan, Roseanne, and Eloise.  
Dan Dickey made a motion to leave the Treasurer's Bond at \$500,000.00, and to keep the office hours as Tuesdays and Thursdays from 9:00-4:00. Roseanne Staab seconded the motion. Voted for, Dan, Roseanne, and Eloise.
4. Roseanne Staab made a motion to nominate Eloise Settlemire as Vice-Chairman. Dan Dickey seconded the motion. Voted for, Dan, and Roseanne. Eloise abstained.
5. Dan Dickey made a motion to nominate all three Supervisors as Road Masters. Eloise Settlemire seconded the motion. Voted for, Dan, Roseanne, and Eloise.
6. Eloise Settlemire made a motion to nominate Tony Durnye as the Vacancy Board Chairman. Roseanne Staab seconded the motion. Voted for, Dan, Roseanne, and Eloise.
7. Dan Dickey made a motion to nominate Attorney Alan Shaddinger as the Township Solicitor. Eloise Settlemire seconded the motion. Voted for, Dan, Roseanne, and Eloise.
8. Dan Dickey made a motion to nominate Timothy Latta as Emergency Management Coordinator. Eloise Settlemire seconded the motion. Voted for, Dan, Roseanne, and Eloise.
9. Dan Dickey made a motion to nominate Mark Corey and Associates as Township Engineer. Roseanne Staab seconded the motion. Voted for, Dan, Roseanne, and Eloise.
10. Dan Dickey made a motion to appoint Mike Klink as the Sewage Enforcement Officer. Rate of pay will follow the fee schedule as submitted on 1/1/23. Applicant is responsible to pay all fees. Eloise Settlemire seconded the motion. Voted for, Dan, Roseanne, and Eloise.
11. Dan Dickey made a motion to appoint Patrick Kelley as Alternate Sewage Enforcement Officer. Roseanne Staab seconded the motion. Voted for, Dan, Roseanne, and Eloise.
12. Dan Dickey made a motion to appoint Mike Klink as Building Code Official (inspections 1,000 sq ft and under). Rate of pay will follow the fee schedule as adopted on 1/3/23. Applicant is responsible to pay all fees. Eloise Settlemire seconded the motion. Voted for, Dan, Roseanne, and Eloise.

13. Dan Dickey made a motion to appoint Prosek's Inspection (inspections over 1,000 sq ft), Rate of pay will follow the fee schedule as submitted on 1/1/23. Applicant is responsible to pay all fees. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
14. Dan Dickey made a motion to appoint Bingham Oskin, Steve Vickery, and Dominic Frisina for the UCC Appeals Board. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
15. Dan Dickey made a motion to appoint Mike Klink as Floodplain Manager. Roseanne Staab seconded the motion. Voted for, Dan, Roseanne, and Eloise.
16. Dan Dickey made a motion to appoint Mike Klink as Stormwater Management Inspector. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
17. Dan Dickey made a motion to appoint the Township Secretary (Donna Kean) as the Open Records Officer. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
18. Dan Dickey made a motion to appoint Geri Godina as Per Capita Tax Collector @ 5% commission. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
19. For the Planning Commission Board, Dan Dickey made a motion to re-appoint Roseanne Staab for one 5-year term. There is still one open position. Eloise Settlemyre seconded the motion. Voted for, Dan, and Eloise. Roseanne abstained.
20. For the Sewer Authority Board, no appointments were made, at this time, for the open position.
21. For the Zoning Hearing Board, Dan Dickey made a motion to re-appoint Keith McGonigle to a 3-year term. There is still one open position. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
22. For the Parks and Recreation Board, two positions are still open.
23. Dan Dickey made a motion to continue with First National Bank as the depository for all township accounts with 3 signatures required. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
24. Dan Dickey made a motion to reaffirm the following rates. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.

Real Estate Millage 7 mills, discount rate 3%, penalty 10%  
Per Capita rate \$5.00, discount rate 3%, penalty 10%  
Earned Income Tax Collector & commission – 1.57% based on contract between  
Berkheimer and the TCC  
Realty Transfer Tax 1%  
Tax Collector Commission 5%

25. Dan Dickey made a motion to approve payroll on every Thursday for the previous week (Monday-Sunday) and authorization for secretary to pay bills as needed between meetings to avoid late charges and to receive discounts, and to pay all utilities, payroll taxes, and any payments deemed necessary. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
26. Dan Dickey made a motion to approve the following meeting dates for 2023: Jan 3 (organization & regular), Feb 14, Mar 14, April 11, May 9, June 13, July 11, Aug 8, Sept 12, Oct 10, Nov 14, Dec 12. Budget meeting Oct 31<sup>st</sup> @ 10:00 AM and will include any other business that comes before the board. January-April, and September-December meetings will be held at 10:00 AM, May-August meetings will be held at 7:00 PM. All monthly meetings will be held at the township building. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
27. Eloise Settlemyre made a motion to compensate those attending the convention at: Mileage (for those who drive), fees, food and lodging, and to nominate Dan Dickey as the Convention Delegate. Roseanne Staab seconded the motion. Voted for, Dan, Roseanne, and Eloise.
28. Eloise Settlemyre made a motion to appoint Donna Kean as Delegate, and Alan Shaddinger as Alternate Delegate, for the CCTCC. Dan Dickey seconded the motion. Voted for, Dan, Roseanne, and Eloise.
29. Eloise Settlemyre made a motion to appoint Dan Dickey as Delegate and Donna Kean as Alternate Delegate for the French Creek COG. Roseanne Staab seconded the motion. Voted for, Roseanne, and Eloise. Dan abstained.
30. Dan Dickey made a motion to appoint the following for the Agricultural Security Area Board; Eric Andrew, Don Boleratz, Roseanne Staab, Robert Vickery, and Dan Dickey. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
31. Dan Dickey made a motion to set the mileage rate for private vehicles as the rate set by the IRS and to adjust accordingly as the IRS adjusts (sixty-two and a half cents (.625) as of 1/1/2023), Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
32. Dan Dickey made a motion to recognize the North Shenango Volunteer Fire Department as the fire department of record, Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
33. Dan Dickey made a motion to approve non-fire fighting activities such as parades, dinners, bingo open house, or any other fund-raising activity and maintenance to building. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
34. Dan Dickey made a motion to approve that all North Shenango committees, boards, and/or groups may use the Township building for meetings. This includes Crime Watch, Planning Commission, Zoning Hearing Board, Fire Department, etc. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.

- 35. Dan Dickey made a motion to approve purchases made by the Supervisors, in an emergency, not to exceed \$4,000.00 per incident. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
- 36. Dan Dickey made a motion to approve the 2023 North Shenango Fee Schedule as presented. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
- 37. Dan Dickey made a motion to approve all Supervisors as working Supervisors and recommend a pay scale of \$15.00/hr to the auditors, and to approve the following wage rates:

WAGES – (for Employees OTHER THAN Supervisors): effective 1/2/2023

Gary Atkison – full time w/CDL	- \$18.50 per hour plus benefits \$1.00/hr add'l Road Foreman pay
Robert Heasley – full time	- \$18.50 per hour plus benefits
Tyler Williams – full time	-\$18.50 per hour plus benefits
New Hire CDL Driver	- pay scale at the discretion of the Board of Supervisors
New Hire Non-CDL Laborer	
Donna Kean – Secretary/Treasurer	- \$18,000.00 Salary/year part-time
Building Code Officer – Mike Klink	- \$3,600.00 Salary/year part-time + fees per fee schedule submitted on 1/3/23
Code Enforcement Office	- \$15.00 per hour
Short Term Rental Inspector – Mike White	- \$15.00 per hour for misc. & paperwork

Pay for inspections: Yearly and pre-inspection \$50.00/each  
Each additional inspection \$25.00/each.

Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.

**RECOMMENDATIONS TO THE AUDITORS**

The Supervisors will recommend to the auditors a wage rate of \$15.00/hr for working Supervisors.

**At this time the Supervisors will hold the January regular monthly meeting!**

Public Comment Period – Arlene Starr commented on the costs, responsibility, and risks that come with having a CDL license.

Committee Reports:

- Building Code – Mike Klink submitted his report.
- Planning Commission – Cindy Wightman gave an update.
- Code Enforcement – None.
- Parks & Recreation – Eloise Settlemyre reported that the building has been winterized, and the dumpster has been removed.
- Crime Watch - None
- Fire Dept. – Submitted a report
- Short Term Rental - None
- Police Department – None
- Roadmaster Report – Dan Dickey submitted and read his report.

Eloise Settlemyre received letters commenting on the good work the road crew did during the recent snowstorm.

The minutes from the December 13, 2022, regular meeting were presented for approval. Eloise Settlemyre made a motion to approve the minutes as presented. Dan Dickey seconded the motion. Voted for, Dan, Roseanne, and Eloise.

The monthly invoices for the period of 12/14/2022 – 1/3/2023 were presented for approval. Eloise Settlemyre made a motion to approve the invoices as presented and to pay the bills. Roseanne Staab seconded the motion. Voted for, Dan, Roseanne, and Eloise.

The monthly payroll for the period of 12/14/2022 - 1/3/2023 was presented for approval. Eloise Settlemyre made a motion to approve the payroll as presented. Dan Dickey seconded the motion. Voted for, Dan, Roseanne, and Eloise.

Secretary Report – Donna Kean reported on the following:

- Transfer of \$6,032.00 from the ARP money to the General Fund.

Old Business – Code Enforcement Officer was tabled until next month.

New Business – Roseanne Staab made a motion to approve Resoluiton #2023-1, a resolution authorizing the participation of North Shenango Township in the PA Townships Health Insurance Cooperative Trust pursuant to the PA Intergovernmental Cooperation Law. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.

Eloise Settlemyre made a motion to approve Resolution #2023-2, a resolution of North Shenango Township to amend the medical and health insurance benefits policy for township employees. Roseanne Staab seconded the motion. Voted for, Dan, Roseanne, and Eloise.

Eloise Settlemyre made a motion to update the Employee Manual to include Resolution #2023-2. Dan Dickey seconded the motion. Voted for, Dan, Roseanne, and Eloise.

Supervisor Report – Eloise Settlemyre stated that she hopes everyone can work together in the next year. Compared to where she previously lived, this is a great place to live. She gave credit to the police and fire department and asked everyone to be kind with their donations.

Cindy Wightman commented that without the fire department, she would have lost her partner.

Dan Dickey stated that North Shenango Township is a great place to live and Roseanne Staab agreed.

Eloise Settlemyre gave an update on insurance and the increase in costs.


Roseanne Staab gave an update on the website and an update to a complaint on Shaker from last month. She also wanted to thank the road crew for working over the holiday.

Public Comment on agenda items – Nothing at this time.

Dan Dickey made a motion to amend the agenda and add an executive session. Eloise Settlemire seconded the motion. Voted for, Dan, Roseanne, and Eloise.

An Executive Session was held to discuss upcoming litigation from 11:11 AM-11:36 AM.

With no further business being brought before the Board of Supervisors at this time, Dan Dickey adjourned the meeting at 11:37 AM.

  
\_\_\_\_\_  
Donna Kean, Secretary/Treasurer