

**AGENDA**  
ORGANIZATION MEETING  
JANUARY 6, 2025

1. Call to Order (Pledge of allegiance)
2. Temporary Chairman receives nominations for Permanent Chairman (recorded under Temporary Secretary)

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

3. Appoint Permanent Secretary/Treasurer
  - a. Set Treasurer's Bond (\$500,000)
  - b. Set Secretary hours (Tues & Thurs 8-3)
4. Nominations for Vice-Chairman
5. Nominations for Road Master
6. Nominations for Vacancy Board Chairman (a registered elector of the township)
7. Appoint Township Solicitor
8. Appoint Emergency Management Coordinator
9. Appoint Township Engineer
10. Appoint Sewage Enforcement Officer. Rate of pay will follow the fee schedule as submitted on 1/1/25. Applicant is responsible to pay all fees.
11. Appoint Alternate Sewage Enforcement Officer
12. Appoint Zoning Officer. Rate of pay will follow the fee schedule as adopted on 1/6/25. Applicant is responsible to pay all fees.
13. Appoint Inspection Agency (inspections over 1,000 sq ft). Rate of pay will follow the fee schedule as submitted on 1/1/25. Applicant is responsible to pay all fees.
14. Appoint UCC Appeals Board
15. Appoint Floodplain Administrator
16. Appoint Stormwater Management Inspector.
17. Appoint the open records officer
18. Appoint Per Capita Tax Collector (5% commission)
19. Planning Commission (5 year term)  
No openings

20. Sewer Authority (5 year term)  
No openings
21. Zoning Hearing Board (3 year term)  
Re-appoint Roy Hirschmann
22. Recreation Board (5 year term)  
2 openings  
Re-appoint Becky Lindenfesler
23. Designate Banking Institutes (3 signatures required)
24. Reaffirm the following rates:
  - Real Estate Millage (7 mills), Discount Rate (3%), Penalty (10%)
  - Per Capita Rate (\$5.00), Discount Rate (3%), Penalty (10%)
  - Earned Income Tax Collector and Commission (1.57% based on contract between Berkheimer and the TCC)
  - Realty Transfer Tax (1%)
  - Tax Collector Commission (5%)
25. Prior approval for 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.
26. Approve the following meeting dates for 2025: Jan 6 (organization & regular), Feb 11, Mar 11, April 8, May 13, June 10, July 8, Aug 12, Sept 9, Oct 14, Nov 11, Dec 19. Budget meeting is Oct 28, and will include any other business that comes before the board. Meeting times to be determined.
27. Set compensation for those attending convention and appoint a voting delegate for the convention.
28. Appoint CCTCC Delegate and Alternate.
29. Appoint French Creek COG Delegate and Alternate.
30. Appoint Agriculture Security Area Board.
31. Set mileage rate for private vehicles as the rate set by the IRS and to adjust accordingly as the IRS adjusts (70 cents per mile as of 1/1/2025).
32. Motion to recognize the North Shenango Volunteer Fire Department as the fire department of record.
33. Motion to approve non-fire fighting activities such as parades, dinners, bingo, open house, or any other fund raising activity and maintenance to building.

- 34. Motion to approve that all committees, boards, and/or groups may use the Township building for meetings. This includes Crime Watch, Planning Commission, Zoning Hearing Board, Fire Department, etc.
- 35. Motion to approve purchases made by the Supervisors, in an emergency, not to exceed \$4,000.00 per incident.
- 36. Motion to approve the 2025 North Shenango Fee Schedule as presented.
- 37. Affirm which Supervisors to be employed by the Township & recommend pay scale of \$15.00/hr for working Supervisors to Auditors.

**WAGES – (for Employees OTHER THAN Supervisors): effective 1/6/2025**

John Myers – full time	- \$20.00 per hour plus benefits
Bradley Harthan – full time	-\$18.50 per hour plus benefits
Mike Petronio – part time	- \$20.00 per hour
New Hire CDL Driver	- Pay scale at the discretion of the
New Hire Non-CDL Laborer	Board of Supervisors
Brenda Braden – Secretary/Treasurer	- \$18,000 Salary/year part-time
Donna Kean/Assistant Sec/Treas	- will stay on at \$18,000.00 salary/yr just until 1/31/2025
Zoning Officer – Gary Johnson	- \$3,600.00 Salary/year part-time + fees per fee schedule adopted on 1/6/25
Code Enforcement Officer	- \$17.00 per hour
Short Term Rental Inspector – Mike White	- \$15.00 per hour for misc. & paperwork
Pay for inspections: Yearly & pre-inspection	- \$50.00/each, each additional inspection - \$25.00/each.

**RECOMMENDATIONS TO THE AUDITORS**

- 1. Working Supervisors wage rate of \$15.00/hr.

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

**Public Comment Period**

**Committee Reports:**

- Zoning Officer
- Planning Commission - Change of meeting days
- Code Enforcement
- Recreation Board
- Crime Watch
- Fire Dept.
- Short Term Rental
- Police Department
- Roadmaster Report

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Minutes approved from the December 10, 2024 regular monthly meeting.

APPROVAL of monthly invoices for the period of 12/11/2024 to 1/6/2025

APPROVAL of monthly payroll for the period of 12/11/2024 to 1/6/2025

Secretary Report

- New address for Ricky Jablonowski & Gina Florida, 8832 Avon Drive.

Old Business

New Business

- Sewer bill payment

Supervisor Report

Public Comment on agenda items

Adjournment