

AGENDA
ORGANIZATION MEETING
JANUARY 5, 2026

1. Call to Order and Pledge of Allegiance
2. Nominations & Appointment of Temporary Chairman
3. Nominations & Appointment of Permanent Chairman

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

4. Appoint Secretary/Treasurer and set Treasurer's Bond at \$500,000
5. Nominations & Appointment of Vice-Chairman
6. Nominations & Appointment of Road Master
7. Nominations and Appointment of 3 auditors.
8. Nominations & Appointment of Vacancy Board Chairman – current Tony Durnye
9. Appoint Township Solicitors – Brett Stedman & Alan Shaddinger
10. Appoint Emergency Management Coordinator & pay – Tim Latta, \$500 annual
11. Appoint Township Engineer – Mark Corey & Associates
12. Appoint Sewage Enforcement Officer, Mike Simmons and Alternate, Mike Klink. Rate of pay will follow the fee schedule submitted. Applicant is responsible to pay all fees
13. Appoint Code Enforcement Officer
14. Appoint Zoning Office – Gary Johnson. Rate of pay will follow the fee schedule submitted. Applicant is responsible to pay all fees.
15. Appoint Third Party UUC Building Code Official – Prosek's Inspection. Rate of pay will follow the fee schedule submitted. Applicant is responsible to pay all fees.
16. Appoint UCC Appeals Board – Vacant, Steve Vickery & Dominic Frisina
17. Appoint Floodplain Administrator and Stormwater Management – Gary Johnson
18. Appoint the open records officer – Secretary
19. Appoint Per Capita Tax Collector (5% commission) – Tax Collector
20. Planning Commission (5 year term ends) – current terms Theresa Robison (12/26), Glenn Robison (12/28), Arlene Seng (12/26), Roseanne Staab (12/27) - **Term up John Myers (12/25)** - Appoint: Applicants - Gary Betz or Tom Hough (12/2030)

21. Sewer Authority (5 year term ends) – current terms Dave McManus (12/27), Dominic Frisina (12/26) - **Term up Gary Betz (12/25)** - Re-appoint – Gary Betz (12/2030)
22. Zoning Hearing Board (3 year term ends) – current Linda Fries (12/26), Roy Hirschmann (12/28) - **Term up Gary Betz (12/25)** - Appoint: Applicant - Nelson Dahlstrom (12/2028)
23. Recreation Board (5 year term) – current Cathy Urbanek (12/27), Sue Jones (12/28), Becky Lindenfelser (12/29) – **Term up Lynda Rager (12/25) and Patty Mehalik (12/25)** Re-appoint Patty Mehalik and Lynda Rager (12/30), 2 vacancies (12/27)
Approve rental fee schedule and approval of renters
24. Designate Banking Institute – First National Bank, 3 signatures required on checks.
25. Designate Municipal signers for Crawford County Planning.
26. 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%)
27. 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.
28. Approve the following meeting dates for 2026: Jan 5 (organization & regular), Feb 5, Mar 5, April 2, May 7, June 4, July 2, Aug 6, Sept 3, Oct 1, Nov 5, Dec 3. Budget meeting is Oct 22, and will include any other business that comes before the board. Meeting times to be determined.
29. Set compensation for those attending convention and appoint a voting delegate for the convention.
30. Appoint CCTCC Delegate and Alternate – Secretary & Alan Shaddinger
31. Appoint French Creek COG Delegate and Alternate – _____ & Secretary
32. Appoint Joint Seal Coat Delegate and Alternate – _____ & Secretary
33. Appoint Agriculture Security Area Board - current Eric Andrew, Don Boleratz, Roseanne Staab, Robert Vickery, and Dan Dickey
34. Set mileage rate for private vehicles as the rate set by the IRS and to adjust accordingly as the IRS adjusts (72.5 cents per mile as of 1/1/2026).

35. Motion to recognize the North Shenango Volunteer Fire Department as the fire department of record.
36. Motion to approve non-fire fighting activities such as parades, dinners, bingo, open house, or any other fund raising activity and maintenance to building.
37. 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.
38. Motion to approve purchases made by the Supervisors, in an emergency, not to exceed \$4,000.00 per incident.
39. Motion to approve the North Shenango Fee Schedule as previously adopted.
40. 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 1/6/2026

John Myers – full time	- \$21.00 per hour plus benefits
Mike Petronio – part time	- \$20.00 per hour
Robert Heasley – part time	- \$18.50 per hour
Joshua Schuchert – part time	- \$18.50 per hour
**Any emergency call-in will receive a minimum of 2 hours pay. **	
New Hire CDL Driver & Non-CDL Laborer	- Pay scale at the discretion of the Board of Supervisors
Brenda Braden – Secretary/Treasurer	- ? hourly rate part-time/ 14 hours week
Zoning Officer – Gary Johnson	- \$3,600.00 Salary/year part-time + fees per fee schedule adopted on 1/6/25
Code Enforcement Officer	- \$18.50 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

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:

NSSJMA Sewer Report

Zoning Officer

Planning Commission - Change of meeting days

Code Enforcement

Recreation Board

Crime Watch

Fire Dept.

Short Term Rental

Police Department - Conneaut Lake Regional Police Commission will hold their 2026 monthly meetings on the 3rd Tuesday of each month at 6:30 pm, except for April, which will be held on the 4th Tuesday at 6:30 pm. Meeting dates are Jan 20, Feb 17, Mar 17, Apr 28, May 19, Jun 16, Jul 21, Aug 18, Sept 15, Oct 20, Nov 17 & Dec 15, 2026. All meetings are held at the Sadsbury Township Municipal Building, 9888 State Hwy 285, Conneaut Lake, PA and are open to the public.

Roadmaster Report

Minutes approved from the December 9, 2025 regular monthly meeting.

APPROVAL of monthly invoices for the period of 12/10/2025 to 1/5/2026

APPROVAL of monthly payroll for the period of 12/10/2025 to 1/5/2026

Secretary Report

Old Business

Motion to continue the contract with 21st Century Group/Reed Oil for the purchase of diesel fuel and gas to be effective January 1, 2026 to December 31, 2026. Secretary verified gas is included.

New Business

Bid 100 ton AS1 Antiskid

Joint Seal Coat – approve participation and draft projects, meeting January 14th @ 11 am

Advertise - full and part time employees

Deputy Tax Collector Approval

PennDOT – SR 285 & Hartstown Road accident concern & traffic lights

Supervisor Report

Public Comment on agenda items

Adjournment