**CENTRE TOWNSHIP BOARD OF SUPERVISORS**

**JANUARY 3, 2022**

**RE-ORGANIZATION MEETING**

**MINUTES**

1. **APPOINT TEMPORARY CHAIRMAN AND SECRETARY**

The Centre Township Board of Supervisors held their annual Reorganization meeting on Monday, January 3, 2022 at the township municipal building located on Cold Storage Road. **Upon a** **Burkholder/Kelly motion it was moved to make Colin Reynolds temporary chairman and Diana** **McPherson temporary Secretary to open the meeting.**

1. **CHAIRMAN CALLS MEETING TO ORDER** 
   1. Meeting was called to order by Colin Reynolds at 7:00 pm on January 3, 2022.
2. **APPOINTMENT OF NEW SUPERVISOR**
   1. **Upon a Reynolds/Burkholder motion the board unanimously appointed Jason Kelly as Supervisor**
3. **ELECTION OF OFFICERS**
   1. Chairman
      1. **Upon a Burkholder/Kelly motion, the Board unanimously voted to elect Colin Reynolds as Chairman of the Board.**
   2. Vice Chairman
      1. **Upon a Reynolds/Burkholder motion, the Board unanimously voted to elect Jason Kelly as Vice Chairman of the Board**
4. **APPOINTMENTS**
   1. Solicitor
      1. Upon a Reynolds/Burkholder motion, the Board unanimously voted to appoint Linus E. Fenicle of Reager & Adler, PC as Solicitor.
   2. Secretary/Treasurer/Right to Know Office
      1. Upon a Reynolds/Burkholder motion, the Board unanimously voted to appoint Diana McPherson as Secretary/Treasurer/Right to know officer.
   3. Sewage Enforcement Officer
      1. Upon a Reynolds/Burkholder motion, the Board unanimously voted to appoint Leonard Sizer as Sewage Enforcement Officer.
      2. Upon a Reynolds/Burkholder motion, the Board unanimously voted to appoint John Madden of Frederick, Seibert & Associates, Inc. as an Alternate Sewage Enforcement Officer.
   4. Administrative Roadmaster
      1. Upon a Burkholder/ Kelly motion, the Board unanimously voted to appoint Colin Reynolds as Administrative Roadmaster.
   5. Assistant Roadmaster
      1. Upon a Reynolds/Kelly motion, the Board unanimously voted to appoint Ricky Burkholder as Assistant Roadmaster.
   6. Auditors
      1. Upon a Burkholder/Kelly motion, the board unanimously voted to appoint Renee Reynolds and Joe Brady as Township Auditors.
   7. Tax Collector
      1. Upon a Reynolds/Burkholder motion, the board unanimously voted to appoint Maria Metz Reisinger as Tax Collector with a 5% commission.
   8. COG Representative
      1. Upon Reynolds/Kelly motion, the Board unanimously voted to appoint Ricky Burkholder to serve as Centre Township’s Representative and to the Perry County Council of Governments.
   9. Engineer
      1. Upon a Reynolds/Burkholder motion, the Board unanimously voted to appoint Fredrick, Seibert & Associates, Inc. as Township Engineer.
   10. Vacancy Board Chairman
       1. Upon a Reynolds/Burkholder motion, the Board unanimously voted to appoint Jeremy Lockridge as Vacancy Board Chairman.
   11. Depositor Agencies
       1. Upon a Reynolds/Burkholder motion, the Board unanimously voted to appoint the Pennian Bank as the Township’s Depositor Agency for General Funds and PLGIT for State Funds
       2. Upon a Reynolds/Burkholder motion the board unanimously voted to remove Jeremy Lockridge as signer on all bank accounts owned and/or managed by Centre Township, adding Jason Kelly as signer along with Colin Reynolds, Rick Burkholder, Diana McPherson
   12. Insurance Agency (Don Jacobs Ins.)
       1. Upon a Reynolds/Burkholder motion, the Board unanimously voted to appoint Don Jacobs Insurance as the Township’s Insurance Agency for the Municipal Insurance Package until the respective policies are to be renewed.
   13. Insurance Agency for Bonding (Moore Ins.)
       1. Upon a Reynolds/Burkholder motion, the Board unanimously voted to appoint Moore Insurance as the Township’s Insurance Agency for the Treasurer’s Bond until the respective policies are to be renewed.
   14. Mileage Reimbursement Rate
       1. Upon a Reynolds/Burkholder motion, the Board unanimously voted to set the mileage reimbursement rate at -.585 cents per mile.
   15. Cap Tax Representative (Swenson)
       1. Cap Tax Alternate (Reynolds)
          1. Upon a Burkholder/Kelly motion, the board unanimously voted to appoint Jim Swenson as Cap Tax representative and Colin Reynolds as Alternate for Centre Township.
   16. EMC (Emergency Management Coordinator)
       1. Upon a Burkholder/Kelly motion the Board unanimously voted to appoint Colin Reynolds as the emergency management coordinator
5. **WAGES**
   1. Administrative Roadmaster
      1. Upon a Reynolds/Burkholder motion, the Board Recommends that the Administrative Roadmasters wage will be set by auditors.
         1. 26.25 X 3% (.79) = 27.29
   2. Assistant Road masters
      1. Upon a Reynolds/Kelly motion, the Board recommends that the Assistant Roadmasters wages will be set by auditors
         1. 24.74 X 3% (.74) = 25.48
   3. Full Time- Road Crew
      1. Upon a Reynolds/Burkholder motion, the Board stated that the Full-Time Road Crew rate will receive a 3 % wage increase from $19.66 per hour to
         1. $20.25 per hour for 2022. 3% (.59)
   4. Part-Time Road Crew
      1. Upon a Reynolds/Burkholder motion, the Board unanimously approved Part-Time Road Crew rate to remain $18.00 per hour for 2022
   5. Secretary/Treasurer
      1. Upon a Reynolds/Kelly motion, the Board stated that the Secretary/Treasurer will receive a 3% wage increase from 16.70 per hour to
         1. 17.20 per hour for 2022 3% (.50)

*Any working supervisors’ wages to be set by Auditors*

1. **TREASURER BOND** 
   1. Treasurers Bond to be set by Auditors on the recommendation of the board to be set at $250,000.00.
2. **ANNUAL RESOLUTIONS**
   1. Appropriation of Funds- 2022-1
      1. Upon a Reynolds/Burkholder motion, the board unanimously voted to adopt **Resolution 2022-1** appropriation of funds
   2. Stormwater fees- 2022-2
      1. Upon a Reynolds/Kelly motion, the board unanimously voted to adopt **Resolution 2022-2** fees for Stormwater review
   3. Sewage Enforcement Officer fee Schedule – 2022-3
      1. Upon a Reynolds/Burkholder motion, the board unanimously voted to adopt **Resolution 2022-3** for SEO fees for 2022
   4. Engineering fees- 2022-4
      1. Upon a Reynolds/Burkholder motion, the board unanimously voted to adopt **Resolution 2022-4**, Engineering fees for 2022
3. **BIDDING REQUIREMENTS**
   1. 2022 minimum purchase amount that will require advertisement for bids will increase for 21,300 to 21,900. And for telephone quotes will increase from $11,500 to $11,800
4. **BOS MEETING SCHEDULE**
   1. Upon a Reynolds/Burkholder motion, the Board unanimously voted to hold the regularly scheduled monthly Board meetings on the first Tuesday of the month at 7:00 p.m. at the Township Municipal Building located on Cold Storage Road.
5. **HOLIDAY SCHEDULE**
   1. Upon a Reynolds/Burkholder motion the board unanimously voted to determine employee Holidays observed to be the same as presented
6. **ADJOURN** 
   1. With all business resolved and upon a Reynolds/Burkholder motion, the Board unanimously voted to adjourn the meeting at 7:15 pm

Respectfully submitted,

Diana McPherson

Secretary/Treasurer