**CENTRE TOWNSHIP BOARD OF SUPERVISORS**

**JANUARY 3, 2023**

**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, 2023.
2. **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**
3. **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/Kelly 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 Matt Eck 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 and ARPF Funds**
   12. Insurance Agency
       1. **Upon a Reynolds/Burkholder motion, the Board unanimously voted to appoint Cupp Insurance as the Township’s Insurance Agency for the Municipal Insurance Package for 2023.**
   13. Insurance Agency for Bonding
       1. **Upon a Reynolds/Burkholder motion, the Board unanimously voted to appoint Cupp Insurance as the Township’s Insurance Agency for the Treasurer’s Bond until the respective policies from Moore Ins 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 65.5 cents per mile.**
   15. Cap Tax Representative
       * 1. **Upon a Reynolds/Burkholder motion, the board unanimously voted to appoint Jason Kelly as Cap Tax representative for Centre Township**
       1. Cap Tax Alternate
          1. **Upon a Burkholder/Kelly motion, the board unanimously voted to appoint 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**
4. **WAGES**
   1. Administrative Roadmaster
      1. **Upon a Burkholder/Kelly motion, the Board Recommends that the Administrative Roadmasters wage increase 4%, to be set by auditors** 
         1. **27.29 X 4% (1.09) = 28.38**
   2. Assistant Road masters
      1. **Upon a Reynolds/Kelly motion, the Board recommends that the Assistant Roadmasters wages increase 4%, to be set by auditors**
         1. **25.48 X 4% (1.02) = 26.50**
   3. Full Time- Road Crew
      1. **Upon a Kelly/Burkholder motion, the Board stated that the Full-Time Road Crew rate will receive a 3% = (.61) wage increase from $20.25 to $20.86 per hour for 2023**
   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 2023**
   5. Secretary/Treasurer
      1. **Upon a Reynolds/Kelly motion, the Board stated that the Secretary/Treasurer will receive a 4% = (.69) wage increase from 17.20 to 17.89 per hour for 2023**

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

1. **TREASURER BOND** 
   1. Board of Supervisors recommends Treasurers Bond to be set at $250,000.00, to be set by Auditors
2. **ANNUAL RESOLUTIONS**
   1. Engineering fees- 2023-1
      1. **Upon a Reynolds/Burkholder motion, the board unanimously voted to adopt Resolution 2023-1, Engineering fees for 2023**
   2. Sewage Enforcement Officer fee Schedule – 2023-2
      1. **Upon a Reynolds/Kelly motion, the board unanimously voted to adopt Resolution 2023-2 for SEO fees for 2023**
   3. Solicitor Fees 2023-3
      1. **Upon a Reynolds/Burkholder motion, the board unanimously voted to adopt Resolution 2023-3, Engineering fees for 2023**
   4. Sewage Usage Fees- 2023-4
      1. **Upon a Reynolds/Kelly motion, the board unanimously voted to adopt Resolution 2023-4. Sewer Usage fees for 2023**
3. **BIDDING REQUIREMENTS**
   1. Purchases and contracts below $12,200 require no formal bidding or written/telephonic quotations.
   2. Purchases and contracts between $12,200 and $22,500 require three written/telephonic quotations.
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 7:25 pm**

Respectfully submitted,

Diana McPherson

Secretary/Treasurer