

**MUDDY CREEK TOWNSHIP
BOARD OF SUPERVISORS
ORGANIZATIONAL MEETING
January 2, 2018
1:00 PM**

CALL TO ORDER: The Muddy Creek Township Board of Supervisors Organizational Meeting was called to order by Mr. Saunders at 1:12 pm.

ROLL CALL: Those present included Mr. Dale Kerr, Mr. Robert Jesteadt, Sr., Mr. Eric Saunders, Mrs. Kelly Livermore, and Mrs. Marnie Chuba.

CHAIRPERSON: Motion by Mr. Saunders to nominate Mr. Kerr as Board of Supervisors Chair for 2018, second Mr. Jesteadt. All in favor. Motion carried.

VICE-CHAIRPERSON: Motion by Mr. Kerr to nominate Mr. Saunders as Vice Chair for 2018, second Mr. Jesteadt. All in favor. Motion carried.

SECRETARY/TREASURER/PERMIT ISSUANCE OFFICER: Motion by Mr. Kerr to appoint Mrs. Livermore as Secretary/Treasurer, Permit Issuance Officer and Planning Commission Recording Secretary, second Mr. Saunders.. All in favor. Motion carried.

LOCAL TAX RATES FOR 2018 RESOLUTION 2018-01: A motion was made by Mr. Kerr to adopt Resolution 2018-01. Second by Mr. Saunders. All in favor. Motion carried.

WAGE AND SALARY RESOLUTION 2018-02: Motion by Mr. Kerr to adopt Resolution 2018-02. Second by Mr. Jesteadt. All in favor. Motion carried.

TREASURER'S BOND: Motion by Mr. Kerr establishing the bond amount at \$700.000 for the year 2018, second by Mr. Jesteadt. All in favor. Motion carried.

ROADMASTER: Motion by Mr. Saunders to appoint Chairman, Dale Kerr, as Roadmaster. Second by Mr. Jesteadt. All in favor. Motion carried.

VACANCY BOARD: Motion by Mr. Dale Kerr to appoint Mr. Jim Jancse to the vacancy board. Second by Mr. Saunders. All in favor. Motion carried.

BCATO REPRESENTATIVE: Motion made by Mr. Kerr to appoint Mrs. Livermore as the township's representative at the Butler County Association of Township Officials. Second by Mr. Saunders. All in favor. Motion carried.

DEPOSITORY: Motion by Mr. Kerr selecting First National Bank for the Township's general fund, highway aid, fire tax, capital fund and building fund accounts. Second by Mr. Jesteadt. All in favor. Motion carried.

2018 MEETING SCHEDULE: Motion by Mr. Kerr to schedule monthly meetings of the Board of Supervisors on the third Wednesday of each month (January, February and March) at 1:00 PM and April through December at 7:00 PM at 420 Stanford Road, Prospect, Pa 16052. Second Mr. Saunders. All in favor. Motion carried.

NEWSPAPER PUBLICATIONS: Motion by Mr. Kerr designating The Butler Eagle, second by Mr. Saunders. All in favor. Motion carried.

PLANNING APPOINTMENT/REAPPOINTMENTS: Mr. Kerr made a motion to Appoint Mr. Larry Coble to a four year term ending on December 31, 2022. Second by Mr. Jesteadt. All in favor. Motion carried.

Mr. Kerr made a motion and Mr. Jesteadt seconded the motion to appoint Mr. Sean Gramz to a one year term as alternate ending on December 31, 2018. All in favor. Motion carried.

TOWNSHIP AUDITORS: Mr. Kerr made a motion and Mr. Saunders second the motion to appoint Mike Hart for two year term until December, 2020 and Diana Miller was elected.

STATE CONVENTION DELEGATE: Motion certifying Mr. Kerr as delegate to the 2018 PSATS State Convention made by Mr. Saunders and seconded by Mr. Jesteadt. All in favor. Motion carried.

STATE CONVENTION VOTING DELEGATE: Motion certifying Mr. Kerr as the Township's voting delegate to the 2018 PSATS State Convention made by Mr. Saunders and seconded by Mr. Jesteadt. All in favor. Motion carried.

2018 MILEAGE REIMBURSEMENT: Motion by Mr. Kerr setting rate by IRS (.545/mile) second Mr. Saunders. All in favor. Motion carried.

2018 FEE SCHEDULE RESOLUTION 2018-03: Motion by Mr. Kerr to adopt Resolution 2018-03 setting the Township's 2018 Fee Schedule, second by Mr. Saunders. All in favor. Motion carried.

PENSION ADMINISTRATIVE OFFICER: Motion by Mr. Kerr to appoint the Secretary/Treasurer as Administrative Officer for the Pension Fund. Second by Mr. Jesteadt. All in favor. Motion carried.

ADMINISTRATIVE OFFICER FOR PAUC ACCOUNT: Motion by Mr. Kerr to appoint the Secretary/Treasurer as PAUC account administrative officer. Second by Mr. Jesteadt. All in favor. Motion carried.

ASSISTANT TO THE SECRETARY/TREASURER: Motion to appoint Marnie Chuba as Assistant to the Secretary/Treasurer made by Mr. Kerr. Seconded by Mr. Saunders. All in favor. Motion carried.

SEWAGE ENFORCEMENT OFFICER: Motion by Mr. Kerr to appoint Doug Duncan as primary Sewage Enforcement Officer, second Mr. Jesteadt. All in favor. Motion carried.

ALTERNATE SEWAGE ENFORCEMENT OFFICER: Motion by Mr. Kerr to appoint David Ice as Alternate Sewage Enforcement Officer. Second by Mr. Jesteadt. All in favor. Motion carried.

BUILDING CODE ENFORCEMENT AGENCY: Motion by Mr. Kerr to adopt resolution 2018-04 appointing Professional Code Services as the Building Code Official and Inspection Agency. Second Mr. Saunders. All in favor. Motion carried.

SOLICITOR: Motion by Mr. Kerr to appoint Mr. Thomas L. Smith, second by Mr. Saunders. All in favor. Motion carried.

ENGINEER: Motion by Mr. Kerr to appoint Gannett Fleming as the engineer, second by Mr. Saunders. All in favor. Motion carried.

ALTERNATE ENGINEER: Motion by Mr. Kerr to appoint Senate Engineering as the alternate engineer, second by Mr. Jesteadt. All in favor. Motion carried.

CERTIFIED PUBLIC ACCOUNTANTS FOR THE YEAR 2018: Motion made by Mr. Kerr to adopt Resolution #2018-05, appointing the firm of Caruso and Spencer to perform the 2017 Annual Audit at a cost not to exceed \$4750.00. Second by Mr. Saunders. All in favor. Motion carried.

REAL ESTATE TRANSFER TAX COLLECTOR: Motion by Mr. Kerr reappointing Butler County Recorder of Deeds, second by Mr. Jesteadt. All in favor. Motion carried.

DEPUTY REAL ESTATE TAX COLLECTOR: Motion made by Mr. Kerr and seconded by Mr. Jesteadt to appoint Sherry Filges as Deputy Real Estate Tax Collector for 2018. All in favor. Motion carried.

LST/DELINQUENT EIT: Motion by Mr. Kerr to appoint Berkheimer Tax Administrator to collect the Current and Delinquent Local Services Tax and the delinquent Earned Income Tax. Second by Mr. Saunders. All in favor. Motion carried.

EMERGENCY SERVICES: Motion made by Mr. Kerr to appoint Portersville-Muddy Creek Township Volunteer Fire Department as the township's emergency service. Second by Mr. Jesteadt. Motion made by Mr. Kerr appointing Portersville EMS as the Emergency Medical Service Provider. Second by Mr. Saunders. All in favor. Motion carried.

EMA COORDINATOR: Motion by Mr. Kerr to appoint Mr. Vaughn Badger, second Mr. Jesteadt. All in favor. Motion carried.

ADJOURNMENT: Motion by Mr. Kerr at 1:19 PM to adjourn, second Mr. Saunders. All in favor. Motion carried.

MUDDY CREEK TOWNSHIP SUPERVISORS

Dale R. Kerr, Chair

Eric Saunders, Vice Chair

Robert J. Jesteadt, Supervisor

ATTEST:

Kelly Livermore
Secretary/Treasurer

(SEAL)