

CLINTON TOWNSHIP SUPERVISORS ORGANIZATIONAL MEETING

MINUTES

January 2, 2018

CALL TO ORDER at 3:35 PM: Kathy Allen, Ed Boyd, Jim Halstead, Sarah Altomari (Secretary). Others present included Jean Duncan and Tom Hartwig.

PUBLIC COMMENT PERIOD: There were no public comments.

ORGANIZATION OF BOARD:

Jim Halstead made a motion to appoint Kathy Allen as the temporary Chairman and Sarah Altomari as the temporary Secretary. Ed Boyd seconded the motion. All in favor, motion passed.

Ed made a motion to appoint Kathy Allen as the Chairman of the Board of Supervisors. Jim seconded the motion. All in favor, motion passed.

Ed made a motion to appoint Jim Halstead as the Vice Chairman. Kathy seconded the motion. All in favor, motion passed.

Kathy took over the meeting as the new Chairman.

ELECTED OFFICIALS: There are newly elected officials for 2018. The officials are Supervisor Jim Halstead, Auditor John Kardos, and Real Estate Tax Collector Heather Snyder. The Secretary reported that all Oaths of Office were turned in.

APPOINTMENTS:

Jim motioned and Ed seconded the motion to make the following Supervisor Liaison appointments:

Planning Commission – Ed Boyd

Park Advisory Board/ Friends of Spring Valley Park – Jim Halstead

Butler COG – Jim Halstead

County Association Advisory Board – Kathy Allen

Earned Income Tax Committee – Kathy Allen

All in favor, motion passed.

Jim motioned and Ed seconded the motion to make the following appointments:

Secretary – Sarah Altomari, wages set at \$43,470 per year

Treasurer – Sarah Altomari

Open Records Officer – Sarah Altomari

Zoning Officer to administer, interpret and enforce the zoning ordinance – Sarah Altomari

Planning Commission Recording Secretary – Sarah Altomari

Roadmaster – Jim Halstead

Full Time Road Employees – Jim Halstead (Wages to be set by the Board of Auditors as a Working Supervisor)

– Jeff Krstonich (Wages set at \$20.07 per hour)

As Needed/Winter Maintenance Employee – Gary McCall (Wages set at \$16.00 per hour)

Inspection Agency – MDIA

Primary Sewage Enforcement Officer – Doug Duncan as per 2018 fee schedule as submitted

Alternate Sewage Enforcement Officer – David Ice

Dog Officer – Dennis Sybert at a rate of \$45 per incident plus mileage
Solicitor for the Supervisors and Planning Commission – Murrin, Taylor & Gallagher as per rates submitted

Solicitor for Zoning Hearing Board – Laurel Hartshorn

Primary Engineer – ARCADIS as per rates submitted

Back Up Engineer – Gateway Engineers

Vacancy Board – Mark Duster, one year term to expire 12/2018

Planning Commission – Bill Duncan, four year term to expire 12/2021

Zoning Hearing Board – Marty Micko, three year term to expire 12/2020

Park Advisory Board – Vacant, four year term to expire 12/2021

Building Code Appeals Board – Dave McRoberts, three year term to expire 12/2020

All in favor, motion passed.

COMPENSATIONS:

Ed made a motion to authorize mileage rate at \$0.545 (2018 IRS rate). Jim seconded the motion. All in favor, motion passed.

Ed made a motion to authorize payment of registration fees, transportation expenses, and other actual expenses incurred to attend the state convention, county conventions, conferences, educational seminars, or other functions when person is acting as a representative of Clinton Township. This could include but is not limited to Supervisors, Roadmaster, Auditors, Tax Collector, Code Enforcement Officer, Secretary, Treasurer, Planning Commission member, employee or other appointed official who is directed to attend such functions by the Board. Also to authorize payment of regular employee rate or \$50 per day as designated for each individual. Jim seconded the motion. All in favor, motion passed.

TIME AND PLACE OF MEETINGS:

Jim made a motion for all meetings to be held at Clinton Township Municipal Building, 711 Saxonburg Boulevard unless otherwise noted. Supervisors Agenda Setting Meetings to begin at 3:30PM and regular meetings to begin at 7PM unless otherwise noted. Planning Commission meetings to begin at 7:30PM unless otherwise noted. Park Meetings to begin at 7PM unless otherwise noted. Ed seconded the motion. All in favor, motion passed.

OTHER BUSINESS:

Jim made a motion to set the office hours as follows:

Monday, Wednesday, Thursday – 9am to 4pm

Tuesday – 9am to 7pm

Friday – 9am to 12pm

Ed seconded the motion. All in favor, motion passed.

Ed made a motion to reaffirm Open Record Policy (Resolution 2009-02) and Public Comment Policy (Resolution 2009-03). Jim seconded the motion. All in favor, motion passed.

Jim made a motion to adjourn. Ed seconded the motion. All in favor, motion passed.

Adjourn at 3:50 PM

Respectfully Submitted,

Sarah K. Altomari, Secretary