**Note to Visitors**

Public Comments are only accepted at the times listed on the Agenda for Public Comment. You must stand and state your name and address prior to speaking. Each speaker is allotted a maximum of 3 minutes to speak.

**BOARD OF SUPERVISORS**

Kathy Allen, Chairperson

William Duncan, Vice-Chairperson

James Halstead, Supervisor

**STAFF PRESENT**

Tom Hartwig, Township Manager/Engineer

Sarah Hancher, Solicitor

Luke Brewer, Road Foreman

Ashley Kohley, Administrative Assistant

**VISITORS PRESENT**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**SWEARING IN OF NEWLY ELECTED/APPOINTED OFFICIALS.**

1. William Duncan
2. Barb Bartley, Judy Wagner, and Greg Fitzgerald will be sworn in separately by Ashley Kohley.

**BOARD OF SUPERVISORS ELECTION OF OFFICERS**

1. Nomination of Chairperson for 2022 – *A motion is needed for the nomination of a Chairperson for 2022.*
2. Nomination of Vice Chairperson for 2022 – *A motion is needed for the nomination of a Vice Chairperson for 2022.*

**ORGANIZATIONAL BUSINESS FOR 2022**

1. Township Manager – *A motion is needed to appoint Thomas L. Hartwig as Township Manager/Engineer/Roadmaster/Zoning Officer for 2022 at a salary of $125,000 per year effective January 1, 2022 and have him bonded in the amount of $1,500,000.*
2. Administrative Assistant – *A motion is needed to appoint Ashley Kohley as Administrative Assistant at a rate of $25.20 per hour and have her bonded in the amount of $1,500,000.*
3. Public Works Department – *A motion is needed to set the pay rate for the following employees:*

*Luke Brewer Road Foreman at a rate of $ 28.65 per hour.*

*Gerry Geibel Full-Time Road Department Employee at a rate of $25.09 per hour.*

*Gary McCall Part-Time Road Department Employee at a rate of $19.97 per hour.*

*Ernest Griel Part-Time Road Department Employee at a rate of $16.73 per hour.*

*Brian Hamilton Part-Time Road Department Employee at a rate of $16.73 per hour.*

1. Hancher Law Office, Sarah G. Hancher – *A motion is needed to appoint Sarah G. Hancher of Hancher Law Office as the Township Solicitor for 2022 at her prevailing 2022 Schedule of Rates.*
2. Thomas May, Dillon, McCandless, King, Coulter, and Graham – *A motion is needed to appoint Thomas May of Dillon, McCandless, King, Coulter, and Graham as the Zoning Hearing Board Solicitor for 2022 at his 2022 prevailing Schedule of Rates.*
3. Maher Duessel – *A motion is needed to appoint Maher Duessel with Timothy Morgas as the engagement partner as the CPA firm responsible for conducting the 2021 Audit for a fee of $8,900. If appointed to perform the 2022 audit the fee would be $8,200. If appointed to perform the 2023 audit the fee would be $8,500.*
4. Northwest Bank – *A motion is needed to appoint Northwest Bank as the Township Depository for 2022.*
5. Adam T. Hartwig – *A motion is needed to appoint Adam T. Hartwig as the Township Emergency Management Coordinator for 2022 at a rate of $4,000 for the year.*
6. David Ice, SEO – *A motion is needed to appoint David Ice as the Township Sewage Enforcement Officer in accordance with his 2022 Fee Schedule.*
7. Patrick West, Back Up SEO – *A motion is needed to appoint Patrick West as the Township’s Alternate Sewage Enforcement Officer in accordance with his 2022 Fee Schedule.*
8. Schedule of Fees for 2022 – *A motion is needed to approve a revised fee schedule for Clinton Township for 2022 as presented by the Manager.*
9. Mileage for 2022 – *A motion is needed to set the reimbursement rate for “on the job” milege at the IRS rate of 58.5 cents per mile or the IRS prevailing rate if this changes during the calendar year.*
10. William Duncan – *A motion is needed to reappoint William Duncan to the Planning Commission for a four-year term to expire December 31, 2025.*
11. Barb Bartley – *A motion to appoint Barb Bartley as a regular member to the Planning Commission replacing Todd Cress who previously resigned with a term expiring on December 31, 2023.*
12. Judy Wagner – *A motion to appoint Judy Wagner as an alternate member to the Planning Commission to replace Barb Bartley as the alternate with a term expiring on December 31, 2024.*
13. Greg Fitzgerald – *A motion is needed to appoint Greg Fitzgerald to the Zoning Hearing Board for a three-year term to expire December 31, 2025.*
14. *A motion is needed to advertise for qualified Township residents to submit their letter of interest with qualifications for possible appointment to the vacant position of Township auditor with a term of 6 years expiring December 31, 2027, the vacant position of Township Auditor to finish the term of Donna Martin who resigned in 2021 with the term expiring December 31, 2025, and the position of Zoning Hearing Board Member with a term expiring December 31, 2022.*
15. PSATS Conference Voting Delegate – *A motion is needed to appoint Supervisor William Duncan as the voting delegate to PSATS for 2022.*
16. Parks Committee Liaison – *A motion is needed to appoint a liaison to the Park Committee.*
17. Planning Commission Liaison – *A motion is needed to appoint a liaison to the Planning Commission.*

**PUBLIC COMMENT ON AGENDA ITEMS**

**SECRETARY/TREASURER REPORT**

1. Treasurer’s Report for January 2022 (Period of December 1, 2021 through December 31, 2021)
2. Minutes of December 20, 2021 Board of Supervisors’ Special Meeting
3. Payroll #26 dated December 24, 2021
4. Payroll # 1 dated January 7, 2022
5. All Bills presented for payment and ratification of payment to West Deer Sanitation in the amount of $400.00 for pumping out the Spring Valley Park Restroom on 11/10 and 11/15.

*A motion is needed for the approval the Secretary/Treasurer’s Report which includes approval of all items listed above.*

**CORRESPONDENCE**

1. None

**SOLICITOR’S REPORT**

**MANAGER’S REPORT**

1. Public Works Garage Construction Status
2. Permits and Code Enforcement

**ROAD DEPARTMENT REPORT**

1. Facilities and Equipment
2. Roads

**NEW BUSINESS NOT ON AGENDA**

1. PSATS Trustee Insurance Services – Term Life and Short-Term Disability Insurance

*A motion is needed to adopt Resolution 2022 -1 authorizing Clinton Township’s participation in the Pennsylvania Township’s Health Insurance Trust for the purpose of purchasing term life insurance plans for employees and eligible Supervisors as well as short term disability insurance for full time employees.*

1. Discussion on Christmas Gifts for Employees

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

**MOTION TO ADJOURN**

*A motion is needed to adjourn the regularly scheduled meeting of the Clinton Township Board of Supervisors.*

**TIME**