

CLINTON TOWNSHIP BOARD OF SUPERVISORS

ORGANIZATION/REGULAR MEETING AGENDA

JANUARY 2, 2024 3:30 PM

Clinton Township, 711 Saxonburg Blvd, Saxonburg, PA 16056

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.

CALL TO ORDER:

PLEDGE OF ALLEGIANCE

Roll Call

Kathy Allen
William Duncan
Jason Davidek
Ashley Kohley
Luke Brewer
Lori Grebeck
John Bench

VISITORS PRESENT:

SWEARING IN OF NEWLY ELECTED/APPOINTED OFFICIALS.

- Jason Davidek will be sworn in by Ashley Kohley, Township Director, and Notary Public to serve as a Supervisor for Clinton Township.

Reorganization of the Board of Supervisors

1. Appointment of Chairperson Pro-Tempore.
 - a. *A motion is needed to appoint _____ as Pro-Tempore.*
2. Nomination of Chairperson for 2024
 - a. *A motion is needed for the nomination of a Chairperson for the Board of Supervisors for 2024.*
 - b. *A motion is needed to close nominations for Chairperson.*
 - c. *A motion is needed to appoint the Chairperson.*

3. Nomination of Vice Chairperson for 2024 –
 - a. *A motion is needed for the nomination of a Vice-Chairperson for 2024.*
 - b. *A motion is needed to close nominations for Vice-Chairperson for 2024.*
 - c. *A motion is needed to nominate Vice-Chairperson for 2024.*

ORGANIZATIONAL BUSINESS FOR 2024

- Township Director – *A motion is needed to appoint Ashley Kohley as Township Director/Treasurer effective January 1, 2024 and continue to be bonded for 1.5 million dollars.*
- Secretary – *A motion is needed to appoint Lori Grebeck as Township Secretary effective January 1, 2024 and continue to be bonded for \$1,500,000.*
- Assistant Treasurer- *A motion is needed to appoint Lori Grebeck as Assistant Treasurer.*
- Zoning Officer- *A motion is needed to reappoint Clinton Bonetti on an as needed basis as Clinton Township’s Zoning Officer*
- Public Works Department – *A motion is needed to appoint the following employees:*
 - William Duncan-Interim Road Master*
 - Luke Brewer-Road Foreman.*
 - Jeff Patrick Full-Time Road Department Employee*
 - David Evans-Full-Time Road Department Employee*
 - Ernest Griel Part-Time Road Department Employee*
 - Brian Hamilton Part-Time Road Department Employee*
 - Tracy Rago- as needed Seasonal Part-Time Road Department Employee*
- Bench Law Ltd, John J Bench – *A motion is needed to appoint John J Bench of Bench Law Limited as the Township Solicitor for 2024 at his prevailing 2024 Schedule of Rates.*
- Township Engineer- *A motion is needed to appoint EADS Group as Township Engineer for 2024 for Stormwater Management needs.*
- Second Township Engineer- *A motion is needed to appoint Redcon Engineering as a second Township Engineer for Township needs.*
- CPA for Audit 2023 – *A motion is needed to appoint Maher Duessel as the CPA firm responsible for conducting the 2023 Clinton Township Audit.*

- Northwest Bank/PLGIT – *A motion is needed to appoint Northwest Bank and PLGIT as the Township Depositories for 2024.*
- Appointment of Authorized Signature
 - a. Chairperson
 - b. Vice-Chairperson
 - c. Supervisor
 - d. Director/Treasurer

A motion is needed to authorize the above signers.

- Building Inspector- *A motion is needed to appoint MDIA as the Townships Residential and Commercial Building Inspector.*
- EMC Coordinator – *A motion is needed to appoint Camden Preuss as the Township Emergency Management Coordinator for 2024 at a rate of \$1500 for the year.*
- David Ice, SEO – *A motion is needed to appoint David Ice as SEO in accordance with his 2024 Fee Schedule.*
- State Dog Warden – *A motion is needed to appoint the State Dog Warden to cover Clinton Township with fees being paid by the Commonwealth.*
- Schedule of Fees for 2024 – *A motion is needed to approve the Schedule of Fees for 2024 as presented by the Township Director.*
- Mileage for 2024 – *A motion is needed to set the reimbursement rate for “on the job” mileage at the IRS rate of 67 cents per mile or if the IRS prevailing rate changes during the calendar year.*
- Clinton Township Sewer Authority Representative- 5-year term - *A motion is needed to reappoint John Ham as the Clinton Township Sewer Authority Representative set to expire in 2028.*
- Vacancy Board Chairperson- *A motion is needed to appoint James Duncan as the Chairperson for the Head Personnel Committee term ending 12/31/2024.*
- Parks Committee Liaison – *A motion is needed to appoint a liaison to the Park Committee.*
- Planning Commission Liaison – *A motion is needed to appoint a liaison for the Planning Commission.*
- Tax Committee Liaison – *A motion is needed to appoint a liaison for the Tax Committee.*

Planning Commission

- Barb Bartley- *A motion is needed to reappoint Barb Bartley to the Planning Commission as a regular member with a term expiring on December 31, 2027.*
- Vacant Auditor and Alternate Planning Commission Members Seats - *A motion is needed to advertise for qualified Township residents to submit their letter of interest with qualifications for possible appointment to the vacant positions of Township auditor and Sitting and Alternate Members for the Planning Commission with the understanding that if appointed, the individual running for Auditor with term expiring December 2027, must run in the April 23, 2024 Primary Election which means filing with the County to do so by March 2024.*

Zoning Hearing Board and Building Code Appeals Board

- Mark Duster- *A motion is needed to reappoint Mark Duster to the Zoning Hearing Board and the Building Code Appeals Board for a three-year term set to expire December 31, 2026*

Annual Conference

- PSATS Conference 2024

A motion is needed to send the following people _____ to attend the 2024 PSATS Conference April 14-17, 2024 and have all mileage, meals, hotel accommodations, and conference tickets paid in full.

- PSATS Conference Voting Delegate – *A motion is needed to appoint a voting delegate for PSATS for 2024.*

PUBLIC COMMENT ON AGENDA ITEMS:

DIRECTOR/TREASURER’S REPORT

- All Bills presented for payment and ratification of payments.

A Motion is needed to approve the Director/Treasurer’s Report for bills presented for payment and ratification as listed above.

COMMITTEE REPORTS:

- **Park**
- **Planning Commission**
- **History Committee**

CORRESPONDENCE:

SOLICITOR'S REPORT:

CODE ENFORCEMENT OFFICER REPORT:

DIRECTOR'S REPORT:

- **PSATS**

ROAD DEPARTMENT REPORT:

A motion is needed to approve the Solicitor's report, Director's report, and the Road report.

NEW BUSINESS:

- PSATS Conference 2024-

A motion is needed to send Township Director Ashley Kohley, Township Secretary Lori Grebeck, Road Foreman Luke Brewer, Road Master/Supervisor William Duncan to Hershey, Supervisor Jason Davidek, Pennsylvania to attend the 2024 PSATS Conference April 14-17, 2024 and have all mileage, meals, hotel accommodations, and conference tickets paid in full.

- Commitment to Butler County Farmland Preservation.
A motion is needed to commit a \$40,000 match to Farmland Preservation to Preserve Viable Farmland in Clinton Township.
- Resolution 2024-01 Auditor Appointment- *A motion is needed to approve Resolution 2024-01 Auditor Appointment. To perform the 2023 audit of the township records.*

OLD BUSINESS:

PUBLIC COMMENT ON NON-AGENDA ITEMS:

NEXT BOS PUBLIC MEETING: January 22, 2024 Agenda Setting Meeting

MOTION TO ADJOURN:

A Motion is needed to adjourn the January 2, 2024 Reorganizational/ Regular Meeting of the Clinton Township Board of Supervisors.

TIME:

Respectfully Submitted:

Ashley Kohley, Township Director