

ELK TOWNSHIP SUPERVISORS MEETING
ELK TOWNSHIP OFFICE SCANDIA, PA

January 3, 2022

The Elk Township Organizational meeting was called to order with the Pledge of Allegiance at 7:10pm. Present were Supervisors Jeffrey Carlstrom, Kelly VanCise, Matt Wallin and Secretary Sherry Moore.

Supervisor Jeffrey Carlstrom made a motion to appoint Supervisor Kelly VanCise as temporary Chairman. Supervisor Matt Wallin seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion to appoint Sherry Moore as temporary Secretary. Supervisor Jeffrey Carlstrom seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion to elect Supervisor Jeffrey Carlstrom as Chairman. Supervisor Matt Wallin seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion to elect Supervisor Kelly VanCise as Vice Chairman. Supervisor Matt Wallin seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion to elect Supervisor Matt Wallin as supervisor of personnel. Supervisor Kelly VanCise seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion to elect Sherry Moore as Secretary/ Treasurer. Supervisor Matt Wallin seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion to appoint Julie Parmenter of Pine Grove Township as Assistant Secretary if needed. Supervisor Jeffrey Carlstrom seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion to set the treasurer's bond at \$600,000.00 with Travelers Casualty & Surety. Supervisor Kelly VanCise seconds the motion. Motion carried with three votes.

Supervisor Matt Wallin made a motion to go with Resolution 2-2009 for the gas mileage to be the reimbursement set by the IRS. Supervisor Kelly VanCise seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion for Ronald Ruzich to be the township's Road Foreman. Supervisor Jeffrey Carlstrom seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion for Bruce Abplanalp to be the township's skilled laborer. Supervisor Matt Wallin seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion to increase the Secretary Sherry Moore's wages a dollar an hour. Supervisor Kelly VanCise seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion to increase the Road Foreman Ron Ruzich's wages a dollar an hour. Supervisor Jeffrey Carlstrom seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion to increase the skilled laborer Bruce Abplanalp's wages a dollar an hour. Supervisor Matt Wallin seconds the motion. Motion carried with three votes.

Supervisor Matt Wallin made a motion for the full time employees Medical & Dental Insurance to be paid 100% by the Township. Supervisor Jeffrey Carlstrom seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion that after six months' probation all full time employees will get a vision allowance of \$125.00 a yr. and can roll over 1 yr. to a maximum of \$250.00. Supervisor Jeffrey Carlstrom seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion that after six months' probation all full time employees will receive a clothing allowance of \$250.00 per year towards work clothes. Supervisor Jeffrey Carlstrom seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion for the paid holidays to be New Year's Day, Memorial Day, Labor Day, Independence Day, Thanksgiving Day and Christmas Day. Supervisor Matt Wallin seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion to have the full time employees time off benefits, after the first year of employment be: vacation hours - 40 hours after one year of employment and after 2 years eight hours for each year up to 160 paid hours, sick hours - 40 hours, personal hours - 24 hours. Supervisor Matt Wallin seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion that part time employees (after five years of employment) get paid for the holidays: New Year's Day, Memorial Day, Labor Day, Independence Day, Thanksgiving Day and

Christmas Day (only if it is a scheduled work day and for the hours scheduled) there is No Health, Dental, Vacation or Sick pay paid for part time employees Supervisor Matt Wallin seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion for the township to place 5% into the retirement fund per quarter for part time and full time employees after six months of employment (as in the township ordinance #59) Supervisor Matt Wallin seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion for Tim Bevevino to be the township's solicitor Supervisor Matt Wallin seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion for Todd Fantaskey to be the townships Sewage Enforcement Officer Supervisor Matt Wallin seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion to have Nick Melnick as the Alternate Sewage Enforcement Officer Supervisor Jeffrey Carlstrom seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion for Eco- Strategies to be the engineering firm for the township Supervisor Matt Wallin seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion to appoint Ronald Johnson as chairman of the vacancy board Supervisor Kelly VanCise seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion for Sharon Fasenmyer to be the townships Emergency Management Coordinator Supervisor Jeffrey Carlstrom seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion for James Peterson to be the township's Constable Supervisor Kelly VanCise seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion that Doris Trumbull be the Deputy Tax Collector Supervisor Kelly VanCise seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion to set the pay rate at \$14.00 per hour for extra road crew (on a needed basis) Supervisor Matt Wallin seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion to use Northwest Savings Bank for the townships checking, savings, CD's, grants and money market accounts and PLGIT for the State Fund, Fire Fund, Savings and Act 13 Fund Supervisor Kelly VanCise seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion for the signors on all of the Northwest Savings Bank and PLGIT accounts to be the three supervisors and the secretary and with three signatures required per check Supervisor Kelly VanCise seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion to hold the township's monthly meetings on the second and fourth Wednesdays of the month at 7:00 pm and to be held at the Elk Township Office Supervisor Jeffrey Carlstrom seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion for Construction Code Inspections to be the townships building inspectors Supervisor Jeffrey Carlstrom seconds the motion. Motion carried with three votes.

Supervisor Mat Wallin made a motion to have Warren County do the townships planning and zoning Supervisor Jeffrey Carlstrom seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion to have a spring road inspection with a date to be announced at a later date Supervisor Jeffrey Carlstrom seconds the motion. Motion carried with three votes.

Supervisor Matt Wallin made a motion to have Supervisor Kelly VanCise be the Alternate Right to Know Officer Supervisor Jeffrey Carlstrom seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion not to send anyone to the state convention this year Supervisor Kelly VanCise seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion that English be the official language for all township business Supervisor Matt Wallin seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion to authorize payment as needed of any bills that need to be paid before the scheduled township meetings Supervisor Kelly VanCise seconds the motion. Motion carried with three votes.

Supervisor Jeffrey Carlstrom made a motion to pay Taxes, Aflac, Verizon, Times Observer and Health Insurance online Supervisor Kelly VanCise seconds the motion. Motion carried with three votes.

Supervisor Kelly VanCise made a motion to approve the fire departments list of events and members Supervisor Jeffrey Carlstrom seconds the motion. Motion carried with three votes.

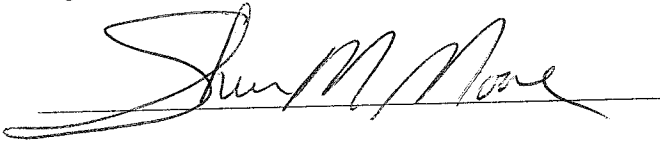
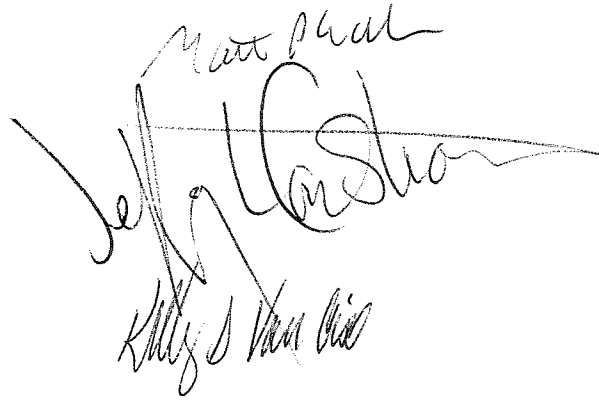
The Scandia Fire Department will be at the regular meeting on January 26, 2022 to sign the agreement with the township.

The Township Auditors will hold their organizational meeting on January 4, 2022 at 5:00 pm at the township office.

PUBLIC COMMENT: None

Supervisor Matt Wallin made a motion to adjourn the meeting at 9:15 pm Supervisor Kelly VanCise seconds the motion. Motion carried with three votes.

Signed and Sealed by Secretary Sherry M. Moore

A handwritten signature in cursive script, appearing to read "Sherry M. Moore", written over a horizontal line.Two handwritten signatures in cursive script. The top signature is "Matt Wallin" and the bottom signature is "Kelly VanCise". Both are written over a horizontal line.