

ELK TOWNSHIP SUPERVISORS MEETING
ELK TOWNSHIP OFFICE SCANDIA, PA

January 5, 2026

The Elk Township Organizational meeting was called to order with the Pledge of Allegiance at 6:07pm. Present were Supervisors Kelly VanCise, Jonathan Ferrie, Matt Wallin (via phone 7:30-7:45pm) and Secretary Sherry Moore.

Supervisor Kelly VanCise made a motion to appoint Supervisor Jonathan Ferrie as temporary Chairman Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

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

Supervisor Jonathan Ferrie made a motion to elect Supervisor Kelly VanCise as Chairman Supervisor Kelly VanCise seconds the motion. Motion carried with two votes.

Supervisor Jonathan Ferrie made a motion to elect Supervisor Matt Wallin as Vice Chairman Supervisor Kelly VanCise seconds the motion. Motion carried with two votes.

Supervisor Kelly VanCise made a motion to elect Supervisor Jonathan Ferrie as supervisor of personnel Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

Supervisor Jonathan Ferrie made a motion to elect Sherry Moore as Secretary/ Treasurer Supervisor Kelly VanCise seconds the motion. Motion carried with two votes.

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

Supervisor Jonathan Ferrie 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 two votes.

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

The appointment for road foreman and skilled laborer was tabled at this time due to interviews in process.

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

Supervisor Kelly VanCise made a motion to increase the skilled laborer wages to \$21.00 an hour Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

Supervisor Jonathan Ferrie made a motion to keep the full-time road crews' medical benefits as follows Supervisor Kelly VanCise seconds the motion. Motion carried with two votes.

After the 1st of the month following 30 days of employment:

Hospital Insurance Township pays 100%

Dental Insurance Township pays 100%

After six months:

Vision Allowance: \$125.00 a yr. and can roll over 1 yr. to a maximum of \$250.00

Supervisor Kelly VanCise made a motion to have the clothing allowance to be \$250.00 after six months for full time employees and after six months it will be yearly on the employee's anniversary Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

Supervisor Jonathan Ferrie made a motion to have the paid holidays to be, New Year's Day, Memorial Day, Good Friday, Labor Day, Independence Day, First Monday of Deer Rifle Season, Thanksgiving Day and Christmas Day Supervisor Kelly VanCise seconds the motion. Motion carried with three votes.

Supervisor Matt Wallin made a motion for the full-time employees leave benefits as follows Supervisor Jonathan Ferrie seconds the motion. Motion carried with three votes.

Benefits for full time employees:

Vacation: 40 hours after one year of employment and an additional 8 hours for each year after. At 15 years then the employee would max out at 160 hours total.

Sick Hours: 40 hours after six months of employment

Personal Hours: 24 hours after six months of employment

Supervisor Jonathan Ferrie made a motion that part time employees (after five years of employment) get paid Holidays: New Year's Day, Memorial Day, Good Friday, Labor Day, Independence Day, First Monday of Deer Rifle Season, Thanksgiving Day and Christmas Day (only if it is a scheduled work day and for the hours scheduled) No Health, Dental, Vacation or Sick pay for part time employees Supervisor Kelly VanCise seconds the motion. Motion carried with three votes.

Supervisor Jonathan Ferrie 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 Kelly VanCise seconds the motion. Motion carried with two votes.

Supervisor Kelly VanCise made a motion for Tim Bevevino to be the township's solicitor Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

Supervisor Jonathan Ferrie made a motion for Todd Fantaskey to be the townships Sewage Enforcement Officer Supervisor Kelly VanCise seconds the motion. Motion carried with two votes.

Supervisor Kelly VanCise made a motion to have Collin Fantaskey as the Alternate Sewage Enforcement Officer Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

Supervisor Jonathan Ferrie made a motion for Eco- Strategies to be the engineering firm for the township Supervisor Kelly VanCise seconds the motion. Motion carried with two votes.

Supervisor Jonathan Ferrie made a motion to appoint Ronald Johnson as chairman of the vacancy board Supervisor Kelly VanCise seconds the motion. Motion carried with two votes.

Supervisor Kelly VanCise made a motion for James Zavinski to be the townships Emergency Management Coordinator Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

Supervisor Kelly VanCise made a motion for James Peterson to be the township's Constable Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

Supervisor Jonathan Ferrie made a motion that Julie Parmenter be the Deputy Tax Collector Supervisor Kelly VanCise seconds the motion. Motion carried with two votes.

Supervisor Jonathan Ferrie made a motion for Berkheimer to be the earned income tax collector Supervisor Kelly VanCise seconds the motion. Motion carried with two votes.

Supervisor Kelly VanCise made a motion for Larina Zimmerman to be the Tax Collection Committee Representative Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

Supervisor Kelly VanCise made a motion to set the pay rate at \$20.00 per hour for temporary road crew with a CDL (this is on a needed basis) Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

Supervisor Kelly VanCise 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, EMS Fund and Act 13 Fund and to have the signors for all township accounts to be the three Supervisors and the Secretary with three signatures required per check Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

Supervisor Kelly VanCise made a motion to hold the township's monthly meetings on the second and fourth Wednesdays of the month at 6:30 pm and to be held at the Elk Township Office, with their only being a meeting on the first Wednesday in December due to the holiday Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

Supervisor Jonathan Ferrie made a motion for Bureau Veritas to be the townships building inspectors Supervisor Kelly VanCise seconds the motion. Motion carried with two votes.

Supervisor Kelly VanCise made a motion to have Warren County do the townships planning and zoning Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

Supervisor Kelly VanCise made a motion to have Warren County Planning & Zoning to be the Floodplain Administrator Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

Supervisor Kelly VanCise made a motion to have a spring road inspection with a date to be announced at a later date Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

Supervisor Jonathan Ferrie made a motion to have Matt Wallin be the alternate right to know person Supervisor Kelly VanCise seconds the motion. Motion carried with two votes.

Supervisor Kelly VanCise made a motion not to send anyone to the state convention this year Supervisor Jonathan Ferrie seconds the motion. Motion carried with two votes.

Supervisor Jonathan Ferrie made a motion that English be the official language for all township business
Supervisor Kelly VanCise seconds the motion. Motion carried with two votes.

Supervisor Jonathan Ferrie made a motion to have Kelly VanCise be the voting delegate from the township
for the COG Supervisor Kelly VanCise seconds the motion. Motion carried with two votes.

Supervisor Kelly VanCise made a motion to authorize payments as needed of any bills that are due and need
to be paid before the scheduled township meetings and to pay certain bills online Supervisor Jonathan Ferrie
seconds the motion. Motion carried with two votes.

Supervisor Jonathan Ferrie made a motion to have Scandia VFD be the township's fire department
Supervisor Kelly VanCise seconds the motion. Motion carried with two votes. The list of fire department events
for 2026 will be approved when the department finalizes them.

A letter was read from Kelsey Raines resigning as auditor. Supervisor Kelly VanCise made a motion to
accepted Kelsey's resignation Jonathan Ferrie seconds the motion. Motion carried with two votes.

Kelly VanCise made a motion to appoint Judy Whitmire as auditor to fill Kelsey's term Supervisor
Jonathan Ferrie seconds the motion. Motion carried with two votes.

Jonathan Ferrie made a motion to hire Shawn Tutmaher as a skilled laborer at \$21.00 an hour to start full
time after he passes his drug test and physical Supervisor Kelly VanCise seconds the motion. Motion carried
with three votes.

The auger motor quit working on truck 2 and needs replaced so that they can spread anti-skid on the roads.
Supervisor Jonathan Ferrie made a motion to purchase an auger motor for truck 2 Supervisor Kelly VanCise
seconds the motion. Motion carried with two votes.

The Scandia Fire Department will be at the regular meeting January 14, 2026 to sign the agreements with
the township.

The Township Auditors will hold their organizational meeting on January 6, 2026 at 6:00 pm at the
township office.

PUBLIC COMMENT: None

Supervisor Jonathan Ferrie made a motion to adjourn the meeting at 7:47 pm Supervisor Kelly VanCise
seconds the motion. Motion carried with two votes.

Signed and Sealed by Secretary Sherry M. Moore

