

NORTH FRANKLIN TOWNSHIP

MINUTES OF JANUARY 4, 2021 REORGANIZATION MEETING

5:30PM

CALL TO ORDER– Present was Mr. Sabot, Mr. Passalacqua, Mr. Quinn, Solicitor Gary Sweat, Secretary/Treasurer, Jackie Kotchman and Director of Planning & Development, Erin Dinch. There was no public attendance due to Covid-19 but the meeting was held by teleconference for public access.

PLEDGE OF ALLEGIANCE

OPENING PRAYER – Reverend Eric Hoeke, Avery United Methodist Church

ELECTION OF OFFICERS

CHAIRMAN- Mr. Quinn made a motion to appoint Mr. Sabot as Chairman of the Board; seconded by Mr. Passalacqua. Motion unanimously carried.

VICE-CHAIRMAN- Mr. Sabot made a motion to appoint Mr. Quinn as Vice-Chairman of the Board; seconded by Mr. Passalacqua. Motion unanimously carried.

APPOINTMENTS

SECRETARY/TREASURER- Mr. Passalacqua made a motion to appoint Jackie Kotchman as Secretary/Treasurer with compensation and benefits as stated in the 2021 contract; seconded by Mr. Quinn. Motion unanimously carried.

DIRECTOR OF PLANNING & DEVELOPMENT- Mr. Sabot made a motion to appoint Erin Dinch as Director of Planning & Development with compensation and benefits as stated in the 2021 contract; seconded by Mr. Passalacqua. Motion unanimously carried.

TOWNSHIP SOLICITOR- Mr. Passalacqua made a motion to appoint Sweat Law Offices as Township Solicitor; seconded by Mr. Quinn. Motion unanimously carried.

PLANNING COMMISSION SOLICITOR- Mr. Passalacqua made a motion to appoint Sweat Law Offices as Planning Commission Solicitor; seconded by Mr. Quinn. Motion unanimously carried.

PER CAPITA TAX COLLECTOR- Mr. Sabot made a motion to appoint Diane Smykal as Per Capita Tax Collector; seconded by Mr. Passalacqua. Motion unanimously carried.

CODE ENFORCEMENT OFFICER- Mr. Passalacqua made a motion to appoint Harshman CE Group, LLC as Code Enforcement Officer; seconded by Mr. Quinn. Motion unanimously carried.

GRANT WRITER- Mr. Sabot made a motion to appoint Erin Dinch as Grant Writer; seconded by Mr. Passalacqua. Motion unanimously carried.

ENGINEERING FIRM- Mr. Passalacqua made a motion to appoint Harshman CE Group, LLC as engineering firm; seconded by Mr. Quinn. Motion unanimously carried.

AUDITING FIRM- Mr. Passalacqua made a motion to appoint Cypher & Cypher as auditing firm to complete the 2020 Township Audit; seconded by Mr. Quinn. Motion unanimously carried.

ACCOUNTING FIRM- Mr. Passalacqua made a motion to appoint Palermo & Kissinger Associates as accounting firm to prepare payroll; seconded by Mr. Quinn. Motion unanimously carried.

ZONING AND BUILDING INSPECTION FIRM- Mr. Passalacqua made a motion to appoint Municipal Consulting Services as Zoning and Building Inspection Firm; seconded by Mr. Quinn. Motion unanimously carried.

ACTUARIAL FIRM- Mr. Passalacqua made a motion to appoint Boetger & Associates as actuarial firm for the Police Pension; seconded by Mr. Quinn. Motion unanimously carried.

INVESTMENT FIRM- Mr. Passalacqua made a motion to appoint American Funds as pension investment firm; seconded by Mr. Quinn. Motion unanimously carried.

PLANNING COMMISSION APPOINTMENTS- Mr. Passalacqua made a motion to appoint Josh Polan to the Planning Commission with a four (4) year term of 2021 through 2024; seconded by Mr. Quinn. Motion unanimously carried.

Mr. Passalacqua made a motion to appoint Ryan King to the Planning Commission with a four (4) year term of 2021 through 2024; seconded by Mr. Quinn. Motion unanimously carried.

Mr. Passalacqua made a motion to appoint Richard Haskey to the Planning Commission with a four (4) year term of 2021 through 2024; seconded by Mr. Quinn. Motion unanimously carried.

ZONING HEARING BOARD- Mr. Quinn made a motion to appoint Jim Faiella to a three (3) year term of 2021 through 2023; seconded by Mr. Passalacqua. Motion unanimously carried.

VACANCY BOARD- Mr. Passalacqua made a motion to appoint Ron Junko to the vacancy board; seconded by Mr. Quinn. Motion unanimously carried.

LOCAL COOP SANITATION BOARD REPRESENTATIVE AND ALTERNATE- Mr. Passalacqua made a motion to appoint Mr. Quinn as representative and Mr. Sabot as alternate; seconded by Mr. Quinn. Motion unanimously carried.

SEWAGE ENFORCEMENT OFFICER/LOCAL SANITATION COUNCIL- Mr. Passalacqua made a motion to appoint the Washington County Sewage Council as sewage enforcement officer and local sanitation council; seconded by Mr. Quinn. Motion unanimously carried.

EMERGENCY MANAGEMENT AGENCY DIRECTOR- Mr. Passalacqua made a motion to appoint Supervisor Bob Sabot as Emergency Management Coordinator; seconded by Mr. Quinn. Motion unanimously carried.

FLOOD PLAIN MANAGER -Mr. Passalacqua made a motion to appoint Harold Ivery as Flood Plain Manager; seconded by Mr. Quinn. Motion unanimously carried.

DELEGATE TO STATE CONVENTION – Mr. Passalacqua made a motion to appoint Jackie Kotchman as the Voting Delegate to attend the State Convention for 2021; seconded by Mr. Quinn. Motion unanimously carried.

OBSERVED PAID HOLIDAYS- Mr. Passalacqua made a motion to approve non-union employees observed paid holidays for 2021 as New Year's Day, Martin Luther King Jr. Day, President's Day, Good Friday, Primary Election Day, Memorial Day, Independence Day, Labor Day, General Election Day, Veteran's Day, Thanksgiving, Friday after Thanksgiving and Christmas Day observed; seconded by Mr. Quinn. Motion unanimously carried.

SET MEETING DATES AND TIMES- Mr. Passalacqua made a motion to advertise and set the regular meetings for 2021 for the second Tuesday of each month at 5:30 pm; seconded by Mr. Quinn. Motion unanimously carried.

ADOPT RESOLUTION 1-2021 NAMING CHIEF ADMINISTRATOR OF POLICE PENSION FUND- Mr. Passalacqua made a motion to appoint the Board of Supervisors as Chief Administrator of Police Pension Fund; seconded by Mr. Quinn. Motion unanimously carried.

ADOPT RESOLUTION 2-2021 NAMING MAIN DEPOSITORY- Mr. Passalacqua made a motion naming the main depository as Washington Financial Bank; seconded by Mr. Quinn. Motion unanimously carried.

ADOPT RESOLUTION 3-2021 APPOINTING ACT 511 DELINQUENT AND CURRENT TAX COLLECTION AGENCY (EXCLUDING PER CAPITA)- Mr. Passalacqua made a motion to appoint Keystone Collections as delinquent and current tax collection agency; seconded by Mr. Quinn. Motion unanimously carried.

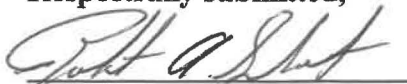
ADOPT RESOLUTION 4-2021 NAMING CHIEF ADMINISTRATOR OF NON-UNIFORM PENSION FUND- Mr. Passalacqua made a motion to appoint Jackie Kotchman as Chief Administrator of Non - Uniform Pension Fund; seconded by Mr. Quinn. Motion unanimously carried.

ADOPT RESOLUTION 5-2021 NAMING OPEN RECORD OFFICER- Mr. Passalacqua made a motion to appoint Erin Dinch as Open Records Officer; seconded by Mr. Quinn. Motion unanimously carried.

MOTION TO AUTHORIZE SECRETARY/TREASURER TO PAY MONTHLY BILLS AS DUE- Mr. Passalacqua made a motion to authorize Secretary/Treasurer to pay recurring monthly bills as due; seconded by Mr. Quinn. Motion unanimously carried.

ADJOURNMENT- Mr. Passalacqua made a motion to adjourn at 5:51 pm; seconded by Mr. Quinn. Motion unanimously carried.

Respectfully submitted,


Robert A. Sabot, Chairman


Jacqueline M. Kotchman, Secretary/Treasurer