

The North Strabane Township Board of Supervisors held its Reorganization Meeting, Monday, January 2, 2018, at 7:00 P.M., at the Township Municipal Building, 1929 Route 519, Canonsburg, Pennsylvania 15317.

ATTENDING THE MEETING

Rob Balogh, Vice-Chairman
Marcus Staley, Supervisor
Bob Ross, Supervisor
Harold Close, Supervisor
Neil Kelly, Supervisor

ALSO ATTENDING THE MEETING

Frank R. Siffrinn, Manager-Secretary
Joe Sites, Gateway Engineers
Deanna M. Kelly, Stenographer

Mr. Siffrinn stated the two new Supervisors, Harold Close and Neil Kelly, have been sworn in and their notarized certificates are on file. They are both serving six-year terms.

Mr. Balogh called the meeting to order followed by the Pledge of Allegiance and Roll Call.

Temporary
Chairman

A motion was made by Mr. Balogh, seconded by Mr. Close, to appoint Marcus Staley as Temporary Chairman to conduct the Reorganization Meeting.

ROLL CALL OF VOTES: 5 YES 0 NO

**ELECTION OF
BOARD
OFFICERS**

Chairman

A motion was made by Mr. Staley, seconded by Mr. Close, to appoint Rob Balogh, as Chairman of the Board of Supervisors.

ROLL CALL OF VOTES: 5 YES 0 NO

Vice-Chairman

A motion was made by Mr. Balogh, seconded by Mr. Close, to appoint Marcus Staley as Vice-Chairman of the Board of Supervisors.

ROLL CALL OF VOTES: 5 YES 0 NO

Secretary

A motion was made by Mr. Balogh, seconded by Mr. Staley, to appoint Frank Siffrinn as Secretary of the Board of Supervisors.

ROLL CALL OF VOTES: 5 YES 0 NO

**APPOINTMENTS
FOR POSITIONS**

Solicitor

A motion was made by Mr. Staley, seconded by Mr. Ross, to appoint Gary Sweat of Sweat Law Offices as the Township Solicitor for 2018.

ROLL CALL OF VOTES: 5 YES 0 NO

Special Counsel –
Zoning Hearing
Board

A motion was made by Mr. Staley, seconded by Mr. Ross, to appoint Steve Taczak as Special Counsel for the Zoning Hearing Board.

ROLL CALL OF VOTES: 5 YES 0 NO

Engineer

A motion was made by Mr. Staley, seconded by Mr. Ross, to appoint Gateway Engineers as Township Engineer.

ROLL CALL OF VOTES: 5 YES 0 NO

Treasurer A motion was made by Mr. Staley, seconded by Mr. Close, to appoint Colleen Mellor as Treasurer.

ROLL CALL OF VOTES: 5 YES 0 NO

Assistant Treasurer A motion was made by Mr. Staley, seconded by Mr. Close, to appoint Frank Siffrinn as Assistant Treasurer.

ROLL CALL OF VOTES: 5 YES 0 NO

Zoning Officer A motion was made by Mr. Staley, seconded by Mr. Ross, to appoint Frank Siffrinn as Zoning Officer.

ROLL CALL OF VOTES: 5 YES 0 NO

Assistant Zoning Officer A motion was made by Mr. Staley, seconded by Mr. Ross, to appoint Margie Householder as Assistant Zoning Officer.

ROLL CALL OF VOTES: 5 YES 0 NO

Chief of Police A motion was made by Mr. Staley, seconded by Mr. Close, to appoint Brian Hughes as Chief of Police.

ROLL CALL OF VOTES: 5 YES 0 NO

Public Works Director A motion was made by Mr. Staley, seconded by Mr. Ross, to appoint Tom Lovell as Director of Public Works.

ROLL CALL OF VOTES: 5 YES 0 NO

Fire Chief A motion was made by Mr. Staley, seconded by Mr. Ross, to appoint Mark Grimm as Fire Chief.

ROLL CALL OF VOTES: 5 YES 0 NO

Parks and Recreation Facilities Manager A motion was made by Mr. Staley, seconded by Mr. Ross, to appoint Carl Hall as Recreation Facilities Manager.

ROLL CALL OF VOTES: 5 YES 0 NO

Earned Income Tax Collector A motion was made by Mr. Staley, seconded by Mr. Ross, to appoint Keystone Collections Group as Earned Income Tax Collector.

ROLL CALL OF VOTES: 5 YES 0 NO

Local Services Tax Collector A motion was made by Mr. Staley, seconded by Mr. Close, to appoint Donald Progar as Local Services Tax Collector.

ROLL CALL OF VOTES: 5 YES 0 NO

Sewage Enforcement Officer A motion was made by Mr. Staley, seconded by Mr. Ross, to appoint Washington County Sewage Council as Township Sewage Enforcement Officer.

ROLL CALL OF VOTES: 5 YES 0 NO

**APPOINTMENTS
FOR
VACANCIES**

Planning Commission A motion was made by Mr. Close, seconded by Mr. Staley, to appoint Kandy Jablonski to the Planning Commission for a 4-year term (term expiration 12/31/21).

ROLL CALL OF VOTES: 5 YES 0 NO

Planning Commission A motion was made by Mr. Close, seconded by Mr. Staley, to appoint Jeff DePaolis to the Planning Commission for an unexpired term (term expiration 12/31/19).

ROLL CALL OF VOTES: 5 YES 0 NO

Zoning Hearing Board A motion was made by Mr. Staley, seconded by Mr. Close, to appoint Matt Adams to the Zoning Hearing Board for a 5-year term (term expiration 12/31/22).

ROLL CALL OF VOTES: 5 YES 0 NO

Municipal Authority A motion was made by Mr. Staley, seconded by Mr. Ross, to table the appointment to the Municipal Authority for a 5-year term (term expiration 12/31/22).

ROLL CALL OF VOTES: 5 YES 0 NO

Municipal Authority A motion was made by Mr. Staley, seconded by Mr. Ross, to table the appointment to the Municipal Authority for an expired term (term expiration 12/31/19).

ROLL CALL OF VOTES: 5 YES 0 NO

Parks and Recreation Board A motion was made by Mr. Close, seconded by Mr. Kelly, to appoint Lauren D'Alessandro to the Parks and Recreation Board for a 5-year term (term expiration 12/31/22).

ROLL CALL OF VOTES: 5 YES 0 NO

Code Board of Appeals A motion was made by Mr. Staley, seconded by Mr. Kelly, to appoint Greg Banner to the Code Board of Appeals for a 5-year term (term expiration 12/31/22).

ROLL CALL OF VOTES: 5 YES 0 NO

Vacancy Board Chairman A motion was made by Mr. Staley, seconded by Mr. Ross, to appoint Stu White as Vacancy Board Chairman for a 1-year term (term expiration 12/31/18).

ROLL CALL OF VOTES: 4 YES 1 NO – Mr. Kelly

Emergency Management Coordinator A motion was made by Mr. Staley, seconded by Mr. Kelly, to appoint Rob Balogh as the Emergency Management Coordinator for a 1-year term (term expiration 12/31/18).

ROLL CALL OF VOTES: 5 YES 0 NO

OTHER APPOINTMENTS

Township Representative to Sewage Council A motion was made by Mr. Staley, seconded by Mr. Ross, to appoint Frank Siffrinn as the Township's representative to the Washington County Sewage Council.

ROLL CALL OF VOTES: 5 YES 0 NO

Animal Control Officer A motion was made by Mr. Staley, seconded by Mr. Kelly, to appoint Kym Secreet as the Animal Control Officer.

ROLL CALL OF VOTES: 4 YES 1 NO – Mr. Close

Police Pension Advisory Board A motion was made by Mr. Close, seconded by Mr. Ross, to appoint Marcus Staley as the Board's representative, Frank Siffrinn as the Manager, and a Police representative to be named later to the Police Pension Advisory Board.

ROLL CALL OF VOTES: 5 YES 0 NO

Voting Delegate A motion was made by Mr. Ross, seconded by Mr. Staley, to appoint Neil Kelly as the Voting Delegate to the State Conference.

ROLL CALL OF VOTES: 5 YES 0 NO

Alternate Voting Delegate A motion was made by Mr. Staley, seconded by Mr. Kelly, to appoint Harold Close as the Alternate Voting Delegate to the State Conference.

ROLL CALL OF VOTES: 5 YES 0 NO

Bank Depository A motion was made by Mr. Staley, seconded by Mr. Kelly, to appoint PNC as bank depository for all Township funds.

ROLL CALL OF VOTES: 5 YES 0 NO

Actuary of Police Pension Plan A motion was made by Mr. Staley, seconded by Mr. Kelly, to appoint Mockenhaupt Benefits Group as the Actuary of the Police Pension Plan.

ROLL CALL OF VOTES: 5 YES 0 NO

Electrical Inspection Agencies A motion was made by Mr. Staley, seconded by Mr. Close, to appoint Middle Department Inspection Agency and Steel City Inspection Agency as the designated electrical inspection agencies for 2018.

ROLL CALL OF VOTES: 5 YES 0 NO

Plan Administrator A motion was made by Mr. Staley, seconded by Mr. Kelly, to appoint Frank Siffrinn as plan administrator of all Township Pension Funds.

ROLL CALL OF VOTES: 5 YES 0 NO

**OTHER
ACTIONS
REQUIRED**

Signatures to Validate Payroll A motion was made by Mr. Staley, seconded by Mr. Close, requiring the number of signatures needed to validate payroll checks as two, those being the Chairman, and Treasurer or Assistant Treasurer.

ROLL CALL OF VOTES: 5 YES 0 NO

Signatures to Validate Other Checks A motion was made by Mr. Staley, seconded by Mr. Kelly, requiring the number of signatures needed to validate other checks as three, those being two Supervisors, and Treasurer or Assistant Treasurer.

ROLL CALL OF VOTES: 5 YES 0 NO

Supervisors Authorized to Sign A motion was made by Mr. Staley, seconded by Mr. Kelly, to authorize all five Supervisors to sign the aforesaid checks.

ROLL CALL OF VOTES: 5 YES 0 NO

Schedule Monthly Meetings A motion was made by Mr. Staley, seconded by Mr. Ross, to set the Board of Supervisors non-legislative and legislative meeting dates as follows: January – 16th and 23rd, February – 20th and 27th, March – 20th and 27th, April – 17th and May 1st, May – 22nd, and 29th, June – 19th and 26th, July – 17th and 24th, August – 21st and 28th, September – 18th and 25th, October – 16th and 23rd, November – 20th and 27th, and December – 11th and 18th. All meetings will be held at 7:00 P.M.

ROLL CALL OF VOTES: 5 YES 0 NO

Rules of Conduct A motion was made by Mr. Staley, seconded by Mr. Kelly, to adopt the 2018 Meeting Rules of Conduct.

ROLL CALL OF VOTES: 5 YES 0 NO

Kairys/Matok Subdivision Plans A motion was made by Mr. Balogh, seconded by Mr. Close, to approve Kairys/Matok Preliminary and Final Subdivision Plans for a residential land development located on both sides of Thomas Eighty Four Road in an R-2 district.

ROLL CALL OF VOTES: 5 YES 0 NO

SUPPLEMENTAL BILL LIST A motion was made by Mr. Staley, seconded by Mr. Ross, to approve the December 2017 Supplemental Bill List.

ROLL CALL OF VOTES: 5 YES 0 NO

ANY OTHER BUSINESS Mr. Siffrinn requested a brief executive session at the conclusion of the meeting to discuss a personnel matter.

PUBLIC COMMENTS None.

REMARKS FROM SUPERVISORS Mr. Staley congratulated Neil Kelly and Harold Close for winning the election to be part of the Board of Supervisors. Mr. Staley also congratulated Mr. Balogh for his appointment as Chairman of the Board.

EXECUTIVE SESSION The Board convened to executive session to discuss a personnel matter at 7:33 P.M.

The Board reconvened from executive session at 7:52 P.M.

ADJOURNMENT A motion was made by Mr. Ross, seconded by Mr. Kelly, to adjourn the meeting at 7:53 P.M.

ROLL CALL OF VOTES: 5 YES 0 NO

Robert F. Balogh, Chairman

Frank R. Siffrinn, Manager-Secretary