

**DARLINGTON TOWNSHIP SUPERVISORS REORGANIZATION
MEETING HELD MONDAY, JANUARY 6, 2020**

The Darlington Township Board of Supervisors met on Monday, January 6, 2020 at 4:00 P.M. in the township municipal building for their Reorganization Meeting.

Chairman, Chad Crawford called the meeting to order.

Present were the following:

Supervisors: Chad Crawford
Shaun McRoberts

Supervisor Ron Stidmon was not present.

Visitors: None

REORGANIZATION MEETING FOR 2020 YEAR

Chairman, Chad Crawford appointed Susan Householder to act as temporary Township Secretary.

CHAIRMAN: Chad Crawford motioned, Shaun McRoberts seconded to approve Shaun McRoberts as Chairman of the Board of Supervisors for the 2020 year. Motion carried.

VICE CHAIRMAN: Shaun McRoberts motioned, Chad Crawford seconded to name Chad Crawford, Vice Chairman for the 2020 year. Motion carried.

SECRETARY: Chad Crawford motioned, Shaun McRoberts seconded to name Susan Householder, Township Secretary. Motion carried.

MANAGER/TREASURER: Chad Crawford motioned, Shaun McRoberts seconded to name Megan Greene, Township Manager/Treasurer. Motion carried.

ROAD MASTER: Chad Crawford motioned, Shaun McRoberts seconded to appoint Kevin McRoberts as Road Master. Motion carried.

POLICE CHIEF: Chad Crawford motioned, Shaun McRoberts seconded to name Alfred Filauri, Police Chief. Motion carried.

TOWNSHIP ENGINEER: Chad Crawford motioned, Shaun McRoberts seconded to appoint Michael Baker International Inc. as Township Engineer. Motion carried.

TOWNSHIP SOLICITOR: Shaun McRoberts motioned, Chad Crawford seconded to appoint Law Firm, Santicola, Steele & Fedeles as the Township Solicitors. Motion carried.

ZONING HEARING BOARD ATTORNEY: Shaun McRoberts motioned, Chad Crawford seconded to appoint Bernard Rabik the Zoning Hearing Board Attorney. Motion carried.

SEWAGE ENFORCEMENT OFFICER: Chad Crawford motioned, Shaun McRoberts seconded to name AG Squared, Michael Groves, Sewage Enforcement Officer. Motion carried.

ALTERNATE SEWAGE ENFORCEMENT OFFICER: Shaun McRoberts motioned, Chad Crawford seconded to name Jeffery Winkle, Ronald Anadarko as Alternate Sewage Enforcement Officers. Motion carried.

WAGE TAX COLLECTOR: Chad Crawford motioned, Shaun McRoberts seconded to appoint Berkheimer Tax Administrator as Earned Income Wage Tax Collector. Motion carried.

PER CAPITA TAX COLLECTOR: Shaun McRoberts motioned, Chad Crawford seconded to appoint Berkheimer Tax Administrator as Per Capita Tax Collector. Motion carried.

ZONING OFFICER AND ALTERNATE ZONING OFFICER: Chad Crawford motioned, Shaun McRoberts seconded to appoint Jeffrey Frey, Zoning Officer and Alternate Zoning Officer. Motion carried.

APPOINT EMA COORDINATOR: Chad Crawford motioned, Shaun McRoberts seconded to appoint William Douthitt EMA Coordinator. Motion carried.

COG MEMBERSHIP: Shaun McRoberts motioned, Chad Crawford seconded to approve being a member of the Council of Government (COG). Motion carried.

APPOINT DELEGATE AND ALTERNATE REGARDING THE COUNCIL OF GOVERNMENT (COG) Chad Crawford motioned, Shaun McRoberts seconded to appoint Ron Stidmon the Delegate and Shaun McRoberts the Alternate regarding the Council of Government (COG). Motion carried.

APPOINT MANAGER/TREASURER TO BE CHIEF ADMINISTRATOR OF THE PENSION. Shaun McRoberts motioned, Chad Crawford seconded to appoint Megan Greene as the Chief Administrator of the Pension. Motion carried.

APPOINT ENGINEER AS FLOODPLAIN MANAGER: Chad Crawford motioned, Shaun McRoberts seconded to appoint Jeff Frye the Floodplain Manager. Motion carried.

SUPERVISOR TO ACT AS ROAD MASTER: Shaun McRoberts motioned, Chad Crawford seconded to allow all Supervisors to act as Road Master. Motion carried. Hourly wage will be the same as Road Master. Motion carried.

DEPOSITORY: Chad Crawford motioned, Shaun McRoberts seconded to name Wesbanco Bank the township depository. Motion carried.

AUDITORS FOR WAGE TAX COLLECTIONS: Chad Crawford motioned, Shaun McRoberts seconded to name Cottrill, Arbutina & Associates auditors for wage tax collections. Motion carried.

EMPLOYEE PAID HOLIDAY:

New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

MONTHLY MEETING: Chad Crawford motioned, Shaun McRoberts seconded to meet the second Monday of each month at 7:00 P.M. in the Township Municipal Building for the regular monthly meeting. Motion carried.

WORK SESSION MEETING: Shaun McRoberts motioned, Chad Crawford seconded to meet the first Monday of the month as needed at 6:00 P.M. in the Township Municipal Building for the regular monthly meeting. Motion carried.

PLANNING COMMISSION MEETING: Chad Crawford motioned, Shaun McRoberts seconded to meet the first Monday of each month at 7:00 P.M. in the Township Municipal Building for the work session monthly meeting. Motion carried.

VACANCY BOARD: Chad Crawford motioned, Shaun McRoberts seconded to name Paul Campbell on the Vacancy Board for the 2020 year. Motioned carried.

RESOLUTION:

#1-2020 Building Permit, Sub Divisions, Septic Systems, and Variance Appeal fee Schedule.

#2-2020 Michael Baker Engineering International, Inc., Township Engineer and accept fee schedule.

#3-2020 Sewage Enforcement Schedule - S.E.O. Michael Groves, Alternates, Jeffery Winkle & Ronald Andrasko.

#4-2020 Sainovich, Steele and Fedeles, Township Solicitors and accept fee schedule.

#5-2020 **Zoning Hearing Board Members 2020:**

Greg Wallace	2021
Robert Omlor	2021
Dean Helmuth	2023
Alternate: Paul Campbell	2022

#6-2020 Planning Commission Members 2020:

Susan Householder	2022
Donald Sirota	2022
Mike McManus	2023
Edwin Knotts	2021
Gregory Houlette	2023

#7-2020 Ag Security Board Members:

Don McQuean
Ron Stidmon
Bill Douthitt
Chad Crawford

#8-2020 ZONING OFFICER FEE SCHEDULE -Jeffery Frye

#9-2020 ADOPTED RESOLUTION FOR PAY SCALE 2020 YEAR.

Road Master	Hourly rate \$20.54 Plus six (6) Paid Holiday Vacation Days per the Paid Time off Policy Limited Medical Benefits 3 Sick/Personal Days
Heavy Equipment Operator with a CDL Full Time	Hourly rate \$18.27 Plus Six (6) Paid Holidays Vacation Days per the Paid Time Off Policy Limited Medical Benefits 3 Sick/Personal Days
Skilled Laborer Full Time	Hourly rate \$17.45 Plus Six (6) Paid Holidays Vacation Days per the Paid Time Off Policy Limited Medical Benefits 3 Sick/Personal Days
Skilled Laborer Part Time or Seasonal	Hourly Rate \$17.14 No Fringe Benefits
Operator without a CDL Part or Full Time	Hourly Rate \$13.95 No Fringe Benefits

CDL Driver
Part Time or Seasonal
Hourly Rate \$12.82
No Fringe Benefits

General Laborer or Office Helper
Hourly Rate \$9.24
No Fringe Benefits

Description
Road Department Employees
The following rates include an operator:

Description	Rate/hr	Detail
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Backhoe	\$100.00	Minimum of 1 hour
Backhoe with Sweeper	\$125.00	Minimum of 1 hour
Single Axle Dump Truck	\$85.00	
Rubber Tired Roller	\$100.00	Minimum of 1 hour
Steel Drum Roller	\$75.00	Minimum of 1 hour
Grader	\$100.00	Minimum of 1 hour
Chipper	\$85.00	Minimum of 1 hour
Bucket Truck	\$85.00	Minimum of 1 hour
Boom Mower	\$150.00	Minimum of 1 hour
1 Ton Dump Truck	\$65.00	Minimum of 1 hour

Police Chief
Vacation Days per the Paid Time
Salary – See Contract
Policy

Police Officer
Hourly Rate \$19.50
Vacation Days per the Paid Time
Off Policy

Police Sergeant
Hourly Rate \$20.25
Vacation days per the Paid Time Off
Policy

Tax Collector Commission

Real Estate	4%
Interim Real Estate	4%

Cleaning Person (building)
Hourly Rate \$12.05

Township Secretary
Hourly Rate \$16.50
Plus Six (6) Paid Holidays
Vacation Days per the Paid Time Off
Policy
Limited Medical Benefits
3 Sick/Personal Days

Manager/Treasurer	Hourly Rate \$19.49 Plus (6) Six Paid Holidays Vacation Days per the Paid Holidays Limited Medical Benefits 3 Sick/Personal Days
Planning Commission Board	\$25.00 per meeting

#10-2020 **Petty Cash was determined for the amount of \$200.00.**
Chad Crawford motioned, Shaun McRoberts seconded to approve the amount of \$200.00 for petty cash. Motion carried.

#11-2020 **Motion to approve setting the municipal pension contribution rate to 10%.**
Shaun McRoberts motioned, Chad Crawford seconded to approve setting the municipal pension contribution rate to 10%. Motion carried.

#12-2020 **Employees that receives Health Insurance are responsible for 10% of monthly premium.**
Shaun McRoberts motioned, Chad Crawford seconded to approve that employees are responsible for 10% of their Health Insurance monthly premium. Motion carried.

#13-2020 **Employees who are eligible for insurance coverage are compensated for their out of pocket expense at a gross rate of \$93.68 per pay.**
Chad Crawford motioned, Shaun McRoberts seconded to approve employees who are eligible for insurance coverage but decline due to other coverage will be compensated for their out of pocket expense at a gross rate of \$93.68. Motion carried.

Chad Crawford motioned, Shaun McRoberts seconded to approve Township Manager/Treasurer, Megan Greene be bonded for the amount of \$900,000.00. Motion carried.

Chad Crawford motioned, Shaun McRoberts seconded to approve Tax Collector, Tom Householder's bond for the amount of \$270,000.00. Motion carried.

Shaun McRoberts motioned, Chad Crawford seconded to approve obtaining a Blanket Public Officials bond for the amount of \$100,000.00. Motion carried.

Chad Crawford motioned, Shaun McRoberts seconded to approve increasing the township fee to 20% on the Building Permits. Motion carried.

This Concluded the Reorganization Meeting.