

**DARLINGTON TOWNSHIP SUPERVISORS REORGANIZATION  
MEETING HELD MONDAY, JANUARY 2, 2018**

The Darlington Township Board of Supervisors met on Monday, January 2, 2018 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  
Ron Stidmon

**Visitors:** None

**REORGANIZATION MEETING FOR 2018 YEAR**

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

**CHAIRMAN:** Shaun McRoberts motioned, Ron Stidmon seconded to approve Chad Crawford as Chairman of the Board of Supervisors for the 2018 year. Motion carried.

**VICE CHAIRMAN:** Chad Crawford motioned, Shaun McRoberts seconded to name Ron Stidmon, Vice Chairman for the 2018 year. Motion carried.

**SECRETARY:** Chad Crawford motioned, Ron Stidmon seconded to name Susan Householder, Township Secretary. Motion carried unanimously.

**TREASURER:** Chad Crawford motioned, Shaun McRoberts seconded to name Megan Greene, Township Treasurer. Motion carried unanimously.

**ROAD MASTER:** Chad Crawford motioned, Ron Stidmon seconded to appoint Kevin McRoberts as Road Master. Motion carried. Shaun McRoberts abstained from voting.

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

**TOWNSHIP ENGINEER:** Chad Crawford motioned, Ron Stidmon seconded to appoint Michael Baker International Inc. as Township Engineer. Motion carried unanimously.

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

**SEWAGE ENFORCEMENT OFFICER:** Chad Crawford motioned, Ron Stidmon seconded to name Michael Groves, Sewage Enforcement Officer. Motion carried unanimously.

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

**WAGE TAX COLLECTOR:** Chad Crawford motioned, Ron Stidmon seconded to appoint Berkheimer Tax Administrator as Earned Income Wage Tax Collector. Motion carried unanimously.

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

**ZONING OFFICER AND ALTERNATE ZONING OFFICER:** Chad Crawford motioned, Ron Stidmon seconded to appoint Jeffrey Frey, Zoning Officer. Motion carried unanimously.

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

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

**DEPOSITORY:** Chad Crawford motioned, Ron Stidmon seconded to name Wesbanco Bank the township depository. Motion carried unanimously.

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

**EMPLOYEE PAID HOLIDAY:**

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

**MONTHLY MEETING:** Chad Crawford motioned, Ron Stidmon 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 unanimously.

**WORK SESSION MEETING:** Chad Crawford motioned, Shaun McRoberts 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 unanimously.

**PLANNING COMMISSION MEETING:** Chad Crawford motioned, Ron Stidmon seconded to meet the first Monday of each month at 7:00 P.M. in the Township Municipal Building for the regular monthly meeting. Motion carried unanimously.

**VACANCY BOARD:** Chad Crawford motioned, Shaun McRoberts seconded to name Paul Campbell on the Vacancy Board for the 2018 year. Motioned carried unanimously.

**RESOLUTION:**

**#1 -2018** Building Permit, Sub Divisions, Septic Systems, and Variance Appeal fee schedule.

**#2-2018** Michael Baker Engineering International, Inc., Township Engineer and accept fee schedule.

**#3-2018** Sewage Enforcement Schedule - S.E.O. Michael Groves, Alternates, Jeffery Winkle & Ronald Andrasko.

**#4-2018** Sainovich, Steel and Fedeles, Township Solicitors and accept fee schedule.

**#5-2018 Zoning Hearing Board Members 2018:**

Greg Wallace	2018
Robert Omlor	2018
Dean Helmuth	2020
Alternate: Paul Campbell	2019

**# 6-2018 Planning Commission Members 2018:**

Susan Householder	2022
Donald Sirota	2022
Mike McManus	2018
Edwin Knotts	2021
Gregory Houlette	2018

**#7-2018 Ag Security Board Members:**

Don McQuean  
Ron Stidmon  
Bill Douthitt  
Chad Crawford

**#8-2018 ZONING OFFICER FEE SCHEDULE -Jeffery Frye**

**#9-2018 ADOPTED RESOLUTION FOR PAY SCALE 2018 YEAR.**

Road Master  
Hourly rate \$19.38  
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 \$17.24  
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 \$16.47  
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 \$16.17  
No Fringe Benefits

Operator without a CDL  
Part or Full Time  
Hourly Rate \$13.16  
No Fringe Benefits

CDL Driver  
Part Time or Seasonal  
Hourly Rate \$12.09  
No Fringe Benefits

General Laborer or Office Helper  
Hourly Rate \$8.72  
No Fringe Benefits

Description  
Road Department Employees  
The following rates include an operator:

	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	Hourly Rate \$21.06	
Vacation Days per the Paid Time	Policy	
Police Officer	Hourly Rate \$18.51	
	Vacation Days per the Paid Time	
	Off Policy	
Police Sergeant	Hourly Rate \$19.43	
	Vacation days per the Paid Time Off	
	Policy	
Tax Collector Commission	Real Estate	4%
	Interim Real Estate	4%
Cleaning Person (building)	Hourly Rate \$11.37	
Township Secretary	Hourly Rate \$15.56	
	Plus Six (6) Paid Holidays	
	Vacation Days per the Paid Time Off	
	Policy	
	Limited Medical Benefits	
	3 Sick/Personal Days	
Treasurer	Hourly Rate \$17.34	
	Plus (6) Six Paid Holidays	
	Vacation Days per the Paid Holidays	
	Limited Medical Benefits	
	3 Sick/Personal Days	
Manager/Treasurer	Hourly Rate \$18.90	
	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	

- #10-2018**      **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 unanimously.
- #11-2018**      **Employees that receives Health Insurance is responsible for 10% of monthly premium.**  
Chad Crawford motioned, Ron Stidmon seconded to approve that employees are responsible for 10% of their Health Insurance monthly premium. Motion carried unanimously.
- #12-2018**      **Employees who are eligible for insurance coverage are compensated for their out of pocket expense at a gross rate of \$98.68 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 \$98.68. Motion carried unanimously.
- Chad Crawford motioned, Shaun McRoberts seconded to approve Township Treasurer, Megan Greene be bonded for the amount of \$900,000.000. Motion carried unanimously.
- Chad Crawford motioned, Ron Stidmon seconded to approve Tax Collector, Tom Householder's bond for the amount of \$270,000.00. Motion carried unanimously.
- Chad Crawford motioned, Ron Stidmon seconded to approve obtaining a Blanket Public Officials bond for the amount of \$100,000.00. Motion carried unanimously.
- Chad Crawford motioned, Shaun McRoberts seconded to approve increasing the township fee to 20% on the Building Permits. Motion carried unanimously.
- Chad Crawford motioned, Ron Stidmon motioned to approve Megan Green's pay increase to \$18.00 per hour on May 18, 2018 on her 2nd year Anniversary. Motion carried unanimously.

This Concluded the Reorganization Meeting.

