

West Bethlehem Township Supervisors Organization Meeting

January 4, 2021, 2pm MEETING MINUTES

Zoom platform due to Covid 19 Pandemic

Attendance: Tom Donahoo/Chairman/Road Master/Supervisor, Lars Lange/V
Chairman/Supervisor, Dave Garland/Supervisor, Betsy Benning/Secretary Treasurer

Announcement: *This meeting is being audio and video tapes as an aid to the Secretary only and is not to be considered an official record of business.*

Please be aware: *Any recordings made of this meeting, by other individuals, likewise, are not an official record of Business.*

Pledge of Allegiance: *I pledge Allegiance to the flag of the United States, and to the Republic, for which it stands, one Nation, Under God, indivisible, with Liberty and Justice for all.*

Citizens participation:

-No Citizens Participation

- 1) **Motion:** by Chairman, Tom Donahoo to open the Reorganizational Meeting.
Motion: by _____ Tom Donahoo 2nd _____ Lars Lange, M Dave
Garland, **all voted yeas, Motion Carried.**
- 2) **Motion:** to appoint Betsy Benning as Secretary/Treasurer/Right to Know Officer.
Motion: by _____ Tom Donahoo M _____ Lars Lange, 2nd _____ Dave
Garland, **all voted yeas, Motion Carried.**
- 3) **Motion:** to Name Thomas E Donahoo as Supervisor Board Chairman.
Motion: by _____ Tom Donahoo M _____ Lars Lange, 2nd _____ Dave
Garland, **all voted yeas, Motion Carried.**
- 4) **Motion:** to Name Lars Lange as Vice Chairman of Board of Supervisors.
Motion: by M _____ Tom Donahoo _____ Lars Lange, 2nd _____ Dave
Garland, **all voted yeas, Motion Carried.**
- 5) **Motion:** to title all Supervisors as working Supervisors.
Motion: by M _____ Tom Donahoo 2nd _____ Lars Lange, _____ Dave
Garland, **all voted yeas, Motion Carried**
- 6) **Motion:** to name Thomas E Donahoo, as Roadmaster.
Motion: by _____ Tom Donahoo M _____ Lars Lange, 2nd _____ Dave
Garland, **all voted yeas, Motion Carried**
- 7) **Motion:** to accept benefits as written in the Employee Benefits Package for 2021, as well
as retain Workers Compensation in the Benefit Package as an employee benefit.
Motion: by _____ Tom Donahoo M _____ Lars Lange, 2nd _____ Dave
Garland, **all voted yeas, Motion Carried**

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- 8) **Motion:** to set Supervisors' Meeting pay at \$375 per quarter.
Motion: by _____ Tom Donahoo 2nd Lars Lange, M Dave Garland, **all voted yeas, Motion Carried**

- 9) **Motion:** to have the Tax Collector bond be no less than 30% of the Duplicate.
Motion: by _____ Tom Donahoo M Lars Lange, 2nd Dave Garland, **all voted yeas, Motion Carried**

- 10) **Motion:** to retain the following as road workers: Duane Piatt, and John Laschinsky.
Motion: by _____ Tom Donahoo 2nd Lars Lange, M Dave Garland, **all voted yeas, Motion Carried**

- 11) **Motion:** for the road wages to be as follows: Duane Piatt, \$16.00 & John Laschinsky, \$13.50 per hour, pay increased retro to January 1, 2021.
Motion: by _____ Tom Donahoo M Lars Lange, 2nd Dave Garland, **all voted yeas, Motion Carried**

- 12) **Motion:** for Secretary Treasurer wages remain \$12.50 per hour.
Motion: by M Tom Donahoo _____ Lars Lange, 2nd Dave Garland, **all voted yeas, Motion Carried**

- 13) **Motion:** to retain Yablonski/Costello/Lecki as Township Solicitors (no change for 2021)
Motion: by M Tom Donahoo 2nd Lars Lange, _____ Dave Garland, **all voted yeas, Motion Carried**

- 14) **Motion** to retain Houston & Associates and appoint as the CPA for West Bethlehem Township, also for Houston & Assoc to perform the annual audit in place of the elected Auditors on a yearly basis.
Motion: by M Tom Donahoo 2nd Lars Lange, _____ Dave Garland, **all voted yeas, Motion Carried**

- 15) **Motion:** to retain Harshman CE Group, LLC as the Township Engineers and Code Enforcement Officers.
Motion: by 2nd Tom Donahoo M Lars Lange, _____ Dave Garland, **all voted yeas, Motion Carried**

- 16) **Motion:** to hold the West Bethlehem Township meetings the 2nd Tuesday monthly, at 6pm, Special Meetings to be held as necessary.
Motion: by M Tom Donahoo 2nd Lars Lange, _____ Dave Garland, **all voted yeas, Motion Carried.**

- 17) **Motion:** for Municipal No Lien Letters to remain at a cost of \$50.00 per parcel.
Motion: by 2nd Tom Donahoo _____ Lars Lange, M Dave Garland, **all voted yeas, Motion Carried**

- 18) **Motion:** to appoint Marcia Stauffer to the vacancy board.
Motion: by M Tom Donahoo 2nd Lars Lange, _____ Dave Garland, **all voted yeas, Motion Carried**

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Motion: to retain Keystone collections as the current and delinquent Earned Income Tax Collectors.

Motion: by M Tom Donahoo _____ Lars Lange, 2nd Dave Garland, **all voted yeas, Motion Carried.**

19) Motion: to retain Betty Girdish as the Tax Collector of West Bethlehem Township and to remain to pay 5% commissions on all taxes collected by the tax collector.

Motion: by M Tom Donahoo 2nd Lars Lange, _____ Dave Garland, **all voted yeas, Motion Carried**

20) Motion: to retain Northwest Savings Bank as depositor for the Township Funds.

Motion: by M Tom Donahoo _____ Lars Lange, 2nd Dave Garland, **all voted yeas, Motion Carried**

21) Motion: to give the Secretary Treasurer the authority to instruct the bank to credit and debit accounts accordingly. Three signatures will be required on all checks and transfers.

Motion: by M Tom Donahoo 2nd Lars Lange, _____ Dave Garland, **all voted yeas, Motion Carried**

22) Motion: to add "void after 90 days" on all checks that are ordered for the Township from the time the checks are needed to be reordered and when opening a new account.

Motion: by M Tom Donahoo 2nd Lars Lange, _____ Dave Garland, **all voted yeas, Motion Carried**

23) Motion: to advertise for contractors as needed for road repairs.

Motion: by M Tom Donahoo 2nd Lars Lange, _____ Dave Garland, **all voted yeas, Motion Carried**

24) Motion: to advertise for road work and supplies as needed.

Motion: by M Tom Donahoo _____ Lars Lange, 2nd Dave Garland, **all voted yeas, Motion Carried.**

25) Motion: to open and close bank accounts as needed.

Motion: by M Tom Donahoo 2nd Lars Lange, _____ Dave Garland, **all voted yeas, Motion Carried.**

26) Motion: to have Lars Lange and Betty Girdish serve as Township Representatives on the Board of MWBJSA

Motion: by M Tom Donahoo _____ Lars Lange, 2nd Dave Garland, **all voted yeas, Motion Carried**

27) Motion: to allow the Supervisors and Secretary Treasurer attend workshops with regular hourly wages and mileage and allow **Lars Lange** or Dave Garland to be the voting delegate while attending the PSATS conference.

Motion: by M Tom Donahoo _____ Lars Lange, 2nd Dave Garland, **all voted yeas, Motion Carried**

28) Motion: to be reimbursed at \$.56 per mile.

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Motion: by M Tom Donahoo 2nd Lars Lange, Dave Garland, **all voted yeas, Motion Carried**

29) Motion: to appoint Betty Girdish, Kathy Williams, Dixie Larew and Mary Lemley to the Park Board.

Motion: by M Tom Donahoo Lars Lange, 2nd Dave Garland, **all voted yeas, Motion Carried**

30) Motion: for the millage to remain the same as follows:

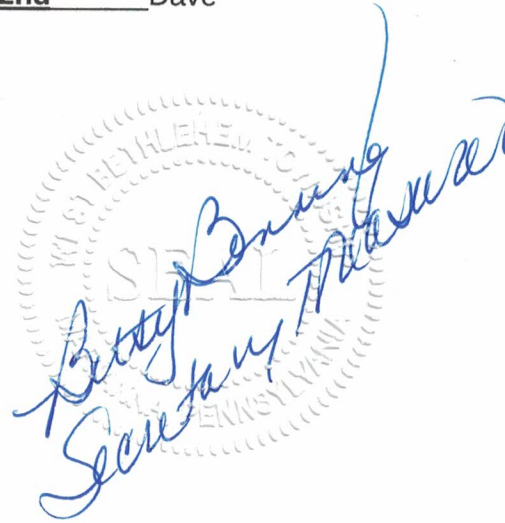
.08 Mills	Marianna Volunteer Fire Dept
.08 Mills	Equipment Fund
1.13 Mills	Roads

Motion: by 2nd Tom Donahoo M Lars Lange, Dave Garland, **all voted yeas, Motion Carried**

31) Motion: to assign a Township Supervisor to the Library Board.

Motion: by M Tom Donahoo Lars Lange, 2nd Dave Garland, all voted yeas, Motion Carried

Meeting adjourned: 2:15pm



WEST BETHLEHEM TOWNSHIP
PENNSYLVANIA
Betty Girdish
Secretary