

2021 ORGANIZATIONAL MEETING MINUTES
ABBOTT TOWNSHIP BOARD OF SUPERVISORS

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The Abbott Township Board of Supervisors Organizational Meeting to be held Monday, January 4, 2021 6:30 PM at the Abbott Township Municipal Office.

Present: Duane Cizek, Joseph Sutton, Jake Hastings and Linda S. Culp

Public:

1. **Motion to appoint acting Chairman, and Motion to appoint acting Vice-Chairman, and Motion to appoint acting Secretary** – Buddy Sutton, Acting Chairman, Duane Cizek acting Vice Chairman, for Linda Culp Secretary/Treasurer.

Jake Hastings made a motion to appoint Duane Cizek as Acting Chairman. Joseph Sutton seconded. Motion carried.

Jake Hastings made a motion to appoint Joseph Sutton as acting Vice-Chairman. seconded. Motion carried. Motion Carried

Duane Cizek made a motion to appoint Linda S. Culp the acting Secretary. Joseph Sutton seconded. AIF.

2. **Call Meeting to Order** – called the meeting to order at 6:30 PM.

3. The **Pledge of Allegiance** was given.

Public Comment: None

4. **Review of 2020 Organizational Meeting Minutes** - The BOS reviewed the 2020 Organizational Meeting Minutes. Jake Hastings made a motion to approve the minutes with no changes. Joseph Sutton seconded. AIF.

5. **The BOS Nominated and Elected:**

Supervisor Chairman – **Joseph Sutton JS/DC**

Supervisor Vice-Chairman – **Duane Cizek JS/DC**

Secretary & Treasurer – **Linda S. Culp DC/JS AIF**

Assistant Secretary – **Joseph Sutton** Duane made a motion Seconded by Joseph Sutton

6. **Board of Auditors:** The current Board of Auditors is as follows:

Seat #1: **Sandy Hoffman JS/DC**

Seat #2: **Melvin Nelson DC/JS AIF**

Seat #3: **Brian Shultz DC/JS AIF**

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7. **The BOS Appointed or Reappointed:** All positions were motioned with the exception of Roadmaster by Joseph Sutton, seconded by Duane Cizek. AIF.

Certified Public Accountant - **Lisa Guthrie, CPA**

Sewage Enforcement Officer – **Terry Meyers/Ridgerunner SEO Services**

Alternate Sewage Enforcement Officers – **Roger Bickelman**

Roadmaster – Duane Cizek – **Joseph Sutton made a motion and Jake seconded**

Legal Counsel – **Cox, Stokes & Lantz, PC**

Depositories – **Northwest Savings Bank**

Vacancy Board –, **Joseph Sutton, Jacob Hastings, Duane Cizek & Lowell Geiser AIF**

Emergency Management Supervisor – **Scott Cizek**

Township Engineering Consultants – **Larson Design Group & Hunt Engineering AIF**

Code Enforcement Agency (BCO) –**Erb Inspections Inc +**

any State Certified Inspection Agency

EIT Collection Agency – **H.A. Berkheimer**

8. **The Mileage Rate** - Currently \$0.50 a mile – Jake Hastings made a motion to keep the current rate. Joseph Sutton seconded. AIF.

9. **Meeting Place and Time** – Joseph Sutton made a motion for this to remain the same – Abbott Township Municipal Building on the first Monday of each month at 7:00 PM except if Monday is a holiday – then it will be the next day. Jake Hastings seconded. AIF.

1. Holidays for 2020 – No holidays

10. **Millage Rate** – Currently 3.00 mills – Duane Cizek made a motion to increase the tax by 1 mill to total 4.00 mills. Jake Hastings seconded. AIF.

11. **Wages:** Joseph Sutton made a motion to update as follows. Jake Hastings seconded. AIF.

Supervisors / Meeting Pay – Currently **\$80.00 per meeting**. Current ordinance in effect.

Supervisors / As-Employees-Pay – Currently **\$16.50 per hour**.

Secretary/Treasurer – Currently **\$14.25 per hour. Increase \$1.50 to \$15.75 AIF**

Assistant Secretary – Currently **\$11.25 per hour**.

Operators – CDL Operators: Currently **\$16.25 per hour**.

CDL Mechanic Currently \$19.00 per hour

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Non-CDL Operators: Currently **\$14.25 per hour**.

Sewer Plant Operator - Currently **\$14.75** per hour. **Joseph Sutton Made a motion to increase SPO to \$16.00 per hour seconded by Jake Hastings AIF**

*NOTE: Operator will put a minimum of ½-hour on each day.

Laborers – Currently **\$14.25 per hour**.

12. **Secretary Bond Amount** – Currently \$500,000. Duane Cizek made a motion for the bond to stay the same. Joseph Sutton seconded. AIF.

13. **Delegate to Attend PSATS' Annual Educational Conference April 18-20, 2021, at the Hershey Lodge** – Duane Cizek made a motion for Joseph Sutton to be the delegate for Abbott Township this year. Jake Hastings seconded. Motion carried.

14. **Payment of Monthly Bills** – The Board of Supervisors authorizes Linda S. Culp to pay telephone bills, utility bills & any other necessary bills at either the monthly meeting (1st Monday) and mid-month (3rd Monday), so as not to be paid overdue or take advantage of discounts available. Other bills may be paid as well – must be approved by BOS at that time. Duane Cizek made a motion. Joseph Sutton seconded. AIF.

Buddy Sutton made a motion to adjourn the Organizational Meeting. Duane Cizek seconded. AIF. Meeting adjourned at 7.00 pm. AIF

Respectfully submitted by:

Linda S. Culp
Secretary / Treasurer
Abbott Township