

REORGANIZATION MEETING MINUTES
January 3, 2023

The Potter Township Supervisors held their Annual Reorganization Meeting on Monday, January 3, 2022 at the Potter Township Municipal Building

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar
Engineer: Dan Sell
Solicitor: Garen Fedeles
Secretary: Mark Czarnecki
Visitors: Lauren Patton, Mark Summerville, Pam Petrella

Ms. Matsco called the meeting to order at 6:02 pm and led the Salute to the flag.

MOTION: Al Cwynar SECOND: Earl Shamp ABSTAIN: Rebecca Matsco MOTION CARRIED
To appoint REBECCA MATSCO as the Chairperson of the Board of Supervisors for the year 2023.

MOTION: Al Cwynar SECOND: Rebecca Matsco ABSTAIN: Earl Shamp MOTION CARRIED
To appoint EARL SHAMP as the Vice-Chairperson of the Board of Supervisors for the year 2023.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To appoint MARK CZARNECKI as the Secretary/Treasurer for the year 2023, at a rate of \$24.00 per hour not to exceed 30 hours per week and to be bonded at \$4,500,000.00.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To reappoint Garen Fedeles, Esq. as the Township Solicitor for the year 2023 at a cost of \$600.00 monthly retainer for attendance at regular meetings including routine calls/emails and all other legal services performed by the law firm of Santicola, Steele & Fedeles at a rate of \$125 per hour.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To reappoint WIDMER ENGINEERING, INC. as the Township Engineer at the costs as listed on the 2023 Fee Guide, for the year 2023.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To retain WESBANCO as the depository of the Township funds for the year 2023.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
Monthly meetings have been set for the 2nd and 4th Wednesday of each month and work sessions are to be held on the 1st, 3rd and 5th Wednesday of each month as required. All meetings will be held in the Municipal Building, 206 Mowry Road, Monaca, PA. All regular meetings and work sessions are scheduled for 6:00pm. The next Work Session is scheduled for February 1, 2023 and the next regular Business Meeting is scheduled for February 8, 2023.

ROAD DEPARTMENT

MOTION: Al Cwynar SECOND: Rebecca Matsco ABSTAIN: Earl Shamp MOTION CARRIED
To appoint EARL SHAMP as Chairperson of the Road Department for the year 2023.

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MOTION: Earl Shamp SECOND: Al Cwynar ABSTAIN: Rebecca Matsco MOTION CARRIED
To appoint REBECCA MATSCO as Vice-Chairperson of the Road Department for the year 2023.

MOTION: Earl Shamp SECOND: Rebecca Matsco ABSTAIN: Al Cwynar MOTION CARRIED
To retain JUSTIN CWYNAR the Road Foreman for the year 2023. All wages to be set at the hourly rates and benefits specified in the Union contract.

MOTION: Al Cwynar SECOND: Rebecca Matsco NAY: Earl Shamp MOTION CARRIED
To approve Supervisors as Road Master for the year 2023, at a rate of \$11.90 per hour subject to approval by the Township Auditors.

POLICE DEPARTMENT

MOTION: Earl Shamp SECOND: Rebecca Matsco ABSTAIN: Al Cwynar MOTION CARRIED
To appoint AL CWYNAR as Chairperson of the Police Department for the year 2023.

MOTION: Al Cwynar SECOND: Earl Shamp ABSTAIN: Rebecca Matsco MOTION CARRIED
To appoint REBECCA MATSCO as the Vice-Chairperson of the Police Department for the year 2023.

FIRE DEPARTMENT

MOTION: Earl Shamp SECOND: Al Cwynar ABSTAIN: Rebecca Matsco MOTION CARRIED
To appoint REBECCA MATSCO as the Chairperson of the Fire Department for the year 2023.

MOTION: Al Cwynar SECOND: Rebecca Matsco ABSTAIN: Earl Shamp MOTION CARRIED
To appoint EARL SHAMP as the Vice-Chairperson of the Fire Department for the year 2023.

SCHOOL DISTRICT

MOTION: Earl Shamp SECOND: Rebecca Matsco ABSTAIN: Al Cwynar MOTION CARRIED
To appoint AL CWYNAR as the liaison for the Central Valley School District for the year 2023.

MUNICIPAL SERVICES

MOTION: Earl Shamp SECOND: Rebecca Matsco ABSTAIN: Al Cwynar MOTION CARRIED
To appoint JUSTIN CWYNAR as the Zoning Officer for the year 2023 at the rate of \$200 per month.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To appoint MARK CZARNECKI as the Right-to-Know Officer for the year 2023.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To reappoint MDIA as the Township Building Inspector for the year 2023.

MOTION: Al Cwynar SECOND: Rebecca Matsco ABSTAIN: Earl Shamp MOTION CARRIED
To appoint EARL SHAMP as the Building Inspection Liaison between the Building Inspector and the Township for the year 2023.

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MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To reappoint A G-Squared Services LLC as the Sewage Enforcement Officer at the rates listed on the 2023 Fee Guide, for the year 2023.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To retain Berkheimer Tax Administrators as the Local Services Tax Collector for the year of 2023.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To reappoint J. Martin & Associates in 2023 to audit the Township for the accounting year of 2022.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To appoint MARK CZARNECKI as the Township Mercantile Tax Collector for the year 2023.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To reappoint Dan Kunzman to the Zoning Hearing Board for a term of three years, term to expire December 31, 2026.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To reappoint Mark Summerville to the Planning Commission Board for a term of four years, term to expire December 31, 2027.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To reappoint Tracy Friel to the Recreation Board for a term of four years, term to expire December 31, 2027.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To reappoint Edward Patton to the Potter Township Industrial & Commercial Development Authority for a term of five years, term to expire December 31, 2028.

MOTION: Earl Shamp SECOND: Al Cwynar ABSTAIN: Rebecca Matsco MOTION CARRIED
To reappoint REBECCA MATSCO as the voting delegate to the PSATS State Convention in 2023.

MOTION: Earl Shamp SECOND: Rebecca Matsco MOTION CARRIED
To reappoint REBECCA MATSCO as the Board's Representative to the Beaver County Regional Council of Governments for the year 2023 and AL CWYNAR as the Alternate Representative to the BCRCOG for the year 2023.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To authorize the Supervisors and Secretary to attend the County Convention with wages and travel expenses paid for the year 2023. (Supervisors wage for Supervisors.)

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To authorize employees to attend training classes as offered throughout the year, with wages and expenses paid, subject to approval of immediate supervisor for the year 2023.

