



Organization Meeting

January 2, 2024

The Potter Township Supervisors held their annual Organization Meeting on January 2, 2024 at the Potter Township Municipal Building. Ms. Matsco called the meeting to order at 6:00 P.M.

In attendance were:

Supervisors: Rebecca Matsco Al, Cwynar and Tom Ruff

Secretary/Treasurer: Mark Czarnecki

Solicitor: Garen Fedeles

Engineer: Dan Sell

Citizens: Earl Shamp

To appoint REBECCA MATSCO as the Chairman of the Board of Supervisors for the year 2024.

MOTION: Al Cwynar SECOND: Tom Ruff ABSTAIN: Rebecca Matsco MOTION CARRIED

To appoint AL CWYNAR as the Vice-Chairman of the Board of Supervisors for the year 2024.

MOTION: Tom Ruff SECOND: Rebecca Matsco ABSTAIN: Al Cwynar MOTION CARRIED

To appoint MARK CZARNECKI as the Secretary/Treasurer for the year 2024, at a rate of \$25.00 per hour and to be bonded at \$4,500,000.00.

MOTION: Al Cwynar SECOND: Tom Ruff

MOTION CARRIED

To reappoint Garen Fedeles, Esq. as the Township Solicitor for the year 2024 at costs of \$600.00 monthly retainer for attendance at regular meetings and routine calls/emails and \$125.00 per hour for legal services performed by the law firm of Santicola, Steele & Fedeles.

MOTION: Tom Ruff SECOND: Al Cwynar

MOTION CARRIED

To reappoint WIDMER ENGINEERING, INC. as the Township Engineer at the costs as listed on the 2024 Fee Guide, for the year 2024.

MOTION: Al Cwynar SECOND: Tom Ruff

MOTION CARRIED

To retain WESBANCO as the depository of the Township funds for the year 2024.

MOTION: Tom Ruff 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 regular meeting is scheduled for February 14, 2024.

MOTION: Al Cwynar SECOND: Tom Ruff

MOTION CARRIED

ROAD DEPARTMENT

To appoint TOM RUFF as Chairperson of the Road Department for the year 2024.

MOTION: Al Cwynar SECOND: Rebecca Matsco ABSTAIN: Tom Ruff MOTION CARRIED

To appoint REBECCA MATSCO as Vice-Chairperson of the Road Department for the year 2024.

MOTION: Tom Ruff SECOND: Al Cwynar ABSTAIN: Rebecca Matsco MOTIN CARRIED

To retain JUSTIN CWYNAR the Road Foreman for the year 2024. All wages to be set at the hourly rates and benefits specified in the Union contract.

MOTION: Tom Ruff SECOND: Rebecca Matsco ABSTAIN: Al Cwynar MOTION CARRIED

To hire as part-time road workers for the year 2024, Mark Summerville and Nathan Marksteiner at the rate of \$11.90 per hour.

MOTION: Al Cwynar SECOND: Tom Ruff

MOTION CARRIED

To approve Supervisors as Road Master for the year 2024, at a rate of \$11.90 per hour subject to approval by the Township Auditors.

MOTION: Tom Ruff SECOND: Al Cwynar

MOTION CARRIED

POLICE DEPARTMENT

To appoint REBECCA MATSCO as Chairperson of the Police Department for the year 2024.

MOTION: Al Cwynar SECOND: Tom Ruff ABSTAIN: Rebecca Matsco MOTION CARRIED

To appoint AL CWYNAR as the Vice-Chairperson of the Police Department for the year 2024.

MOTION: Tom Ruff SECOND: Rebecca Matsco ABSTAIN: Al Cwynar MOTION CARRIED

To retain the Beaver County Humane Society as the Animal Control Agency for 2024 with no rate increase.

MOTION: Al Cwynar SECOND: Tom Ruff

MOTION CARRIED

FIRE DEPARTMENT

To appoint AL CWYNAR as the Chairperson of the Fire Department for the year 2024.

MOTION: Tom Ruff SECOND: Rebecca Matsco ABSTAIN: Al Cwynar MOTION CARRIED

To appoint TOM RUFF as the Vice-Chairperson of the Fire Department for the year 2024.

MOTION: Al Cwynar SECOND: Rebecca Matsco ABSTAIN: Tom Ruff MOTION CARRIED

SCHOOL DISTRICT

To appoint AL CWYNAR as the liaison for the Central Valley School District for the year 2024.

MOTION: Tom Ruff SECOND: Rebecca Matsco ABSTAIN: Al Cwynar MOTION CARRIED

MUNICIPAL SERVICES

To appoint JUSTIN CWYNAR as the Zoning Officer for the year 2024 at the rate of \$200 per month.

MOTION: Tom Ruff SECOND: Rebecca Matsco ABSTAIN: Al Cwynar MOTION CARRIED

To appoint MARK CZARNECKI as the Right-to-Know Officer for the year 2024.

MOTION: Al Cwynar SECOND: Tom Ruff MOTION CARRIED

To reappoint MDIA as the Township Building Inspector for the year 2024.

MOTION: Tom Ruff SECOND: Al Cwynar MOTION CARRIED

To appoint TOM RUFF as the Building Inspection Liaison between the Building Inspector and the Township for the year 2024.

MOTION: Al Cwynar SECOND: Rebecca Matsco ABSTAIN: Tom Ruff MOTION CARRIED

To appoint REBECCA MATSCO as the RECAP Representative for the year 2024.

MOTION: Tom Ruff SECOND: Al Cwynar ABSTAIN: Rebecca Matsco MOTION CARRIED

Supervisors reviews the Fee Guides from Jeffrey Winkle and Mike Groves for the position of Sewage Enforcement Officer.

To appoint JEFFREY WINKLE as the Sewage Enforcement Officer at the rates listed on the 2024 Fee Guide, for the year 2024.

MOTION: Al Cwynar SECOND: Tom Ruff MOTION CARRIED

To retain BERKHEIMER TAX ADMINISTRATORS as the Local Services Tax Collector for the year of 2024.

MOTION: Tom Ruff SECOND: Al Cwynar MOTION CARRIED

To appoint J. MARTIN & ASSOCIATES in 2024 to audit the Township for the accounting year of 2023.

MOTION: Al Cwynar SECOND: Tom Ruff MOTION CARRIED

To appoint MARK CZARNECKI as the Township Mercantile Tax Collector for the year 2024.

MOTION: Tom Ruff SECOND: Al Cwynar MOTION CARRIED

THE FOLLOWING APPOINTMENTS FOR THE YEAR 2024 ARE SUBJECT TO THE ACCEPTANCE OF THE APPOINTEE.

To appoint MARK CZARNECKI to the Zoning Hearing Board for a term of 3 years, term to expire December 2026.

MOTION: Al Cwynar SECOND: Tom Ruff MOTION CARRIED

To appoint LENNIE MILLER to the Planning Commission Board for a term of 4 years, term to expire December 2027.

MOTION: Tom Ruff SECOND: Al Cwynar MOTION CARRIED

To appoint TOM RUFF to the Planning Commission Board for a term of 4 years, term to expire December 2027.

MOTION: Al Cwynar SECOND: Rebecca Matsco ABSTAIN: Tom Ruff MOTION CARRIED

To appoint ED KOLIS as Alternate to the Planning Commission Board for a term of 4 years, term to expire December 2027.

MOTION: Tom Ruff SECOND: Al Cwynar MOTION CARRIED

To appoint CHRISTIE FLOYD-GABLE to the Potter Township Industrial & Commercial Development Authority for a term of 5 years, term to expire December 2028.

MOTION: Al Cwynar SECOND: Tom Ruff MOTION CARRIED

To authorize the Treasurer to pay bills between meetings from vendors that offer a discount if paid within a certain period or for bills that fall due before a regular scheduled meeting. At each meeting, the list of checks written under this provision will be included with the listing that is approved that evening.

MOTION: Al Cwynar SECOND: Tom Ruff

MOTION CARRIED

To authorize the Beaver County Regional Council of Governments to do the advertising and bidding of our commodities.

MOTION: Tom Ruff SECOND: Al Cwynar

MOTION CARRIED

MEETING ADJOURNED: 6:30

MOTION: Al Cwynar SECOND: Tom Ruff

MOTION CARRIED