

**BLAIR TOWNSHIP SUPERVISORS  
375 CEDARCREST DRIVE  
DUNCANSVILLE, PA 16635**

**MINUTES OF THE ORGANIZATION MEETING OF JANUARY 04, 2016**

Supervisor Richard Lasek called the meeting to order at 6:30 p.m. Others present were Supervisors Edward Silvetti and Palmer Brown, Secretary/Treasurer Betty Robertson, Road Foreman Lance Dick, Chief of Police Roger White, Teddie Kreitz, representing Keller Engineers, and Solicitor Rick Gieg.

Supervisor Lasek led the assembly in the salute to the flag.

Solicitor Gieg requested a motion for appointment of the Chairman of the Board. Supervisor Silvetti made a motion to appoint Rich Lasek as Chairman of the Board. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Supervisor Silvetti made a motion to appoint Palmer Brown as Vice-Chairman. Chairman Lasek seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to reappoint Edward Silvetti as the Supervisor in charge of the Municipal Office. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to appoint Palmer Brown as the Supervisor in charge of the Highway Department. Supervisor Silvetti seconded the motion. The motion passed with a unanimous vote.

Supervisor Silvetti made a motion to appoint Chairman Lasek in charge of the Police Department. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to appoint Lance Dick as the Road Master. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to appoint/retain Betty Robertson as Secretary. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to retain Jill Nicodemus as Part Time Data Entry Assistant. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to appoint/retain Betty Robertson as Treasurer. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to retain Lance Dick as Road Foreman. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to retain Denver R. Dick, Louis J. Legory and John R. Reed as Blair Township Road Crew. Supervisor Silveti seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to retain Dorothy Grabosky as part time office maintenance staff. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to retain Roger A. White as Chief of Police. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown made a motion to retain Roger C. Peacock, Jr. as Sergeant in the Blair Township Police Department. Chairman Lasek seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to retain Nathan R. Hale and Benjamin M. Shanholtz as full time BTPD Patrol Officers. Supervisor Silveti seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to retain Donald R. Ott as full time Blair Township Building Code and Ordinance Officer. Supervisor Silveti seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to retain Thomas Robison as Blair Township Emergency Management Coordinator. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown made a motion to retain First National Bank as the Township's Bank Depository for the following accounts: General Fund, Liquid Fuels, Capital Reserve, Local Services Tax, Development Bond Account (s), Stormwater Management, Traffic Impact Fee and Act 32 2012 Account. Supervisor Silveti seconded the motion. Supervisor Lasek abstained due to a conflict of interest, noting that First National Bank is his employer. The motion passed with two yes votes.

Chairman Lasek made a motion to retain the Law Firm of Gieg and Gieg as Township Solicitor. Supervisor Silveti seconded the motion. The motion passed with a unanimous vote.

Supervisor Silveti made a motion to retain Mike Rouch as backup Solicitor. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to retain Keller Engineers as the Township Engineer. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to appoint Stiffler, McGraw and Associates as the backup engineering firm. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown made a motion to reappoint The Blair County Sanitation Administration as the Township Sewage Enforcement Office. Supervisor Silveti seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to appoint Edward Silveti as the Supervisor Representative to the Blair County Sanitation Administration. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to appoint Palmer Brown as the Supervisor Representative to the Altoona Blair County Development Corp. Supervisor Silveti seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to appoint Palmer Brown as Supervisor representative to the Blair County Planning Commission's Government Advisory Committee. Supervisor Silveti seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to reaffirm and advertise Blair Township's monthly meeting place of 375 Cedarcrest Drive, Duncansville. Meetings are held at 7:00 p.m. on the second Tuesday of each month. Office hours are Monday through Friday 8:00 a.m. until 4:00 p.m. The office is closed on listed Holidays. Supervisor Silveti seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to approve the Act 511 taxes as follows:

- |                             |                  |
|-----------------------------|------------------|
| a. Per Capita Tax           | \$ 5.00 per year |
| b. Real Estate Transfer Tax | 1 Percent        |
| c. Earned Income Tax        | ½ of 1 Percent   |
| d. Local Services Tax       | \$52.00 per year |

\*c. Act 32 Collector-Blair County Tax Collection Bureau

\*d. As per Ordinance No. 2013-01, effective 01/01/13 the LST Collector is the Blair County Tax Collection Bureau.

Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Supervisor Silveti made a motion to reaffirm the 2016 Millage Rate of 6.375 Mills; Resolution No. 2009-21. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

The Policy was reaffirmed that draft meeting minutes will be furnished to the Supervisors prior to subsequent meetings and approved or corrected as written at the Regular Meetings.

Supervisor Brown made a motion to approve 54 cents per mile to be paid to Township personnel for the use of their personal vehicles while on Township business, effective 01/01/2016 and as

per the I.R.S. approved allowance. Supervisor Silvetti seconded the motion. It was noted that the policy would change in accordance with any I.R.S. rate change. The motion passed with a unanimous vote.

Chairman Lasek made a motion to set the Treasurer's Bond amount at \$940,000.00. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown made a motion to approve renewal of the Municipal Office's Blanket Bond at \$50,000.00 as per USDA requirement. Supervisor Silvetti seconded the motion. The motion passed with a unanimous vote.

Supervisor Silvetti made a motion to appoint Pennsylvania Municipal Code Alliance (PMCA) as Third-Party Building Code Inspector/Official. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Supervisor Silvetti made a motion to reappoint Stephanie Doliviera, Charles Elder, Sheryl Imler, Lois Kaneshiki, and Michael Mallary to the Citizens Advisory Committee, which was re-established in 2015. Supervisor Brown seconded the motion. Supervisor Silvetti suggested that the Township advertise to fill committee vacancies, noting that there is a recent vacancy on the Blair Township Planning Commission. A Talent Bank Application is drafted and available for anyone wishing to serve. The motion passed with a unanimous vote.

Supervisor Silvetti made a motion to reappoint the following Blair Township Planning Commission members, Edward Silvetti, Ted Ventre, Ruth Keller and Dodie Amigh. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to reaffirm Resolution No. 2000-107 to maintain consistency with the process Blair Township follows in handling the payment of invoices from vendors. Supervisor Silvetti seconded the motion. The Township pays vendor invoices twice monthly. A current Approved Vendor List is in place. The motion passed with a unanimous vote.

Supervisor Silvetti made a motion to affirm the reappointment of Ted L. Ventre to the Blair Township Supervisors' Vacancy Board. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Supervisor Silvetti made a motion to reaffirm the appointment of Lowell Kirk to the Blair Township Water and Sewer Authority Board. Chairman Lasek seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown made a motion to affirm the reappointment of Rob Roberts as Blair Township's Primary Voting Delegate to the Act 32 EIT Tax Collection Committee and the Township Secretary as the Secondary Voting Delegate. Supervisor Silvetti seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to approve the Blair Township Police Department's participation in the Smooth Operator program. Supervisor Silvetti seconded the motion. The motion passed with a unanimous vote.

Chairman Lasek made a motion to reaffirm Resolution No. 2006-16 implementing the National Incident Management System (N.I.M.S.). Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Supervisor Silvetti made a motion to reaffirm implementation and participation in the MS-4 program. Supervisor Brown seconded the motion. The motion passed with a unanimous vote. As part of the Annual Evaluation and formal review of the (MCM) Minimum Control Measures, it was suggested that Highway Foreman, Lance Dick schedule holding pond inspections with Ben Piper. A budget line item, newly created, was approved in the amount of \$28,000 in anticipation of MS-4 obligations.

Chairman Lasek made a motion to reappoint Palmer Brown as representative to the Blair Region Code Administration Committee/UCC Board of Appeals. Supervisor Silvetti seconded the motion. The motion passed with a unanimous vote.

Supervisor Silvetti made a motion to affirm the intent to appoint a C.P.A. firm to complete the 2015 D.C.E.D. annual audit. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Supervisor Silvetti made a motion to adjourn the 2016 Organization Meeting. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

The meeting adjourned at 6:48 p.m.

Respectfully Submitted by:

Betty Robertson  
Secretary/Treasurer