

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

MINUTES OF THE ORGANIZATION MEETING OF JANUARY 02, 2018

Supervisor Edward Silvetti called the meeting to order at 6:30 p.m. Others present were Supervisors Palmer Brown and Paul Amigh II, Secretary/Treasurer Betty Robertson, Chief of Police Roger White, Road Foreman John Reed, Code Officer Donald Ott and Township Solicitor Michael Rouch.

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

Newly-elected Supervisor Amigh was congratulated and welcomed to the Board.

Supervisor Amigh made a motion to appoint Edward Silvetti as Chairman of the Board of Supervisors. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

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

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

Chairman Silvetti explained the functions between overseeing the Police Department and overseeing the Highway Department. Supervisor Amigh commented, if given the choice, he felt best qualified to oversee the Police Department.

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

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

Chairman Silvetti made a motion to appoint Palmer Brown as the Road Master. Supervisor Amigh seconded the motion. The motion passed with a unanimous vote.

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

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

Supervisor Brown made a motion to retain Lacey Vandevander as Administrative Officer. Supervisor Amigh seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown made a motion to retain John Reed as Road Foreman. Supervisor Amigh seconded the motion. It was noted that John has done an exceptional job as Road Foreman. The motion passed with a unanimous vote.

Supervisor Brown made a motion to retain Louis J. Legory, Colton Trotter and Michael C. Nazaruk as Blair Township Road Crew and Dorothy Grabosky as part time custodian of the municipal office. Supervisor Amigh seconded the motion. The motion passed with a unanimous vote.

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

Supervisor Amigh made a motion to retain Nathan R. Hale, Benjamin M. Shanholtz and James R. Brantner as full time BTPD Patrol Officers. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

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

Supervisor Brown made a motion to retain Randy Lingenfelter as Blair Township Emergency Management Coordinator. Supervisor Amigh 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 Amigh seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown made a motion to appoint Stiffler McGraw Engineers as the Township Engineer. Supervisor Amigh seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown made a motion to appoint Michael Routch as Township Solicitor. Supervisor Amigh 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 Amigh seconded the motion. The motion passed with a unanimous vote.

Chairman Silveti made a motion to appoint Paul Amigh II, replacing Richard Lasek as the Supervisor Representative to the Blair County Sanitation Administration. Supervisor Brown seconded the motion. This appointment requires attendance at a quarterly meeting. The motion passed with a unanimous vote.

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

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

Supervisor Brown made a motion to reaffirm and advertise Blair Township's monthly supervisors' business meeting location of 375 Cedarcrest Drive, Duncansville. Meetings will be held at 7:00 p.m. on the second Tuesday of each month. Office hours remain as Monday through Friday 8:00 a.m. until 4:00 p.m. The office will be closed on approved Holidays. Supervisor Amigh seconded the motion. The motion passed with a unanimous vote.

Supervisor Amigh made a motion to approve the Act 511 taxes as follows:

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| 1. Per Capita Tax | \$ 5.00 per year |
| 2. Real Estate Transfer Tax | 1 Percent |
| 3. Earned Income Tax | ½ of 1 Percent |
| 4. Local Services Tax | as \$52.00 per year |

*3. Act 32 Collector-Blair County Tax Collection Bureau

**4. 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 Amigh made a motion to reaffirm the 2018 Millage Rate of 0.559 Mills, as adopted through Resolution No. 2016-09. Supervisor Brown seconded the motion. Following the County's reassessment, the millage rate of 0.559 Mills held the Township in neutral revenue status. The motion passed with a unanimous vote.

Supervisor Amigh made a motion to reaffirm the Policy that draft meeting minutes will be furnished to the Supervisors prior to subsequent meetings and approved or corrected at the Regular Meetings. Also, it was affirmed that, consistent with IRS directive, 54.5 cents per mile, effective 01/01/18, will be paid to employees for use of personal vehicles while on Township business. Supervisor Brown seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown made a motion to set the Treasurer's Bond amount at \$1,000,000.00. Supervisor Amigh 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 per USDA requirement. Supervisor Amigh seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown made a motion to retain Pennsylvania Municipal Code Alliance (PMCA) as Third-Party Building Code Inspector/Official. Supervisor Amigh seconded the motion. The Supervisors noted that PMCA does a very credible job. The motion passed with a unanimous vote.

Chairman Silvetti made a motion to reappoint the following Blair Township Planning Commission members, Ted Ventre, Dodie Amigh, Tim Shaw and Brandon Carson. Supervisor Brown seconded the motion. A vacancy, due to the resignation of Ruth Keller, will be addressed at the Regular Monthly Meeting. Solicitor Rouch confirmed that there is no financial gain associated with being a member of the BTPC. The motion passed with a unanimous vote.

Supervisor Brown made a motion to reaffirm Resolution No. 2000-107 to maintain consistency with the process Blair Township has followed in handling the payment of invoices from vendors. Supervisor Amigh seconded the motion. The Township will pay vendor invoices twice monthly. A current Approved Vendor List is maintained. The motion passed with a unanimous vote.

Supervisor Brown made a motion to retain the appointment of Ted L. Ventre to the Blair Township Supervisors' Vacancy Board. Supervisor Amigh seconded the motion. A vacancy on the Board of Supervisors would necessitate the need for the Vacancy Board to convene. The motion passed with a unanimous vote.

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

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

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

Supervisor Brown made a motion to reaffirm implementation and participation in the MS-4 ISC (Intermunicipal Stormwater Committee) program. Supervisor Amigh 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 noted that the Township is moving forward with implementing of MS-4 obligations.

Supervisor Brown made a motion to appoint Edward Silvetti as the representative to the Intermunicipal Stormwater Committee. Supervisor Amigh seconded the motion. The ISC meets on a monthly basis. The motion passed with a unanimous vote.

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

Supervisor Brown made a motion to appoint Ritchey, Ritchey & Koontz to complete the 2017 D.C.E.D. annual audit. Supervisor Amigh seconded the motion. This decision followed the recent RFP process for seeking and selecting a CPA auditing firm. Ritchey, Ritchey & Koontz will perform the audit in lieu of the elected auditors. The motion passed with a unanimous vote.

Chairman Silvetti made a motion to appoint Betty Robertson as the Right-to-Know Officer. Supervisor Amigh seconded the motion. The motion passed with a unanimous vote.

Supervisor Brown made a motion to adjourn the 2017 Organization Meeting. Supervisor Amigh seconded the motion. The motion passed with a unanimous vote.

The meeting adjourned at 6:57 p.m.

Respectfully Submitted by:

Betty Robertson
Secretary/Treasurer