

**Greenfield Township Supervisors
Annual Reorganizational & Regular Meeting
January 2, 2018**

The Annual Reorganization meeting of the Board of Supervisors of Greenfield Township was called to order by Supervisor Ray Benton at 7:00 p.m. The meeting opened with the pledge of allegiance.

Present: Supervisor Ray Benton, Supervisor Matt Treon, Supervisor Jordan Oldham, Kim Benton, Rod and Cathi Dibert, Mike Sell (MC Herold), Kayla Roudabush, Rex Whetstone, Carl "CJ" Ramier, Greg Hetrick, Jim Betar, Liz & Eugene Hoffman, Eric Casanave (Stiffler McGraw), and Arlene Kuntz.

Supervisor Ray Benton welcomed two new Board of Supervisors. Their Oath of Office has been completed.

Appoint temporary Chair: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors appointed Ray Benton as temporary Chairman.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint temporary Secretary: On a motion by Ray Benton (2nd, Matt Treon), the Supervisors appointed Arlene Kuntz as temporary Secretary.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Nominate & Elect Board Chairman: On a motion by Ray Benton (2nd, Jordan Oldham), the Supervisors Nominated and Elected Matt Treon as the Chairman of the Board.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Nominate & Elect Board Vice-Chairman: On a motion by Ray Benton (2nd, Matt Treon), the Supervisors Nominated and Elected Jordan Oldham as Vice-Chairman of the Board.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint Township Secretary/Treasurer and establish compensation: On a motion by Jordan Oldham (2nd, Ray Benton), the Supervisors reappointed Arlene Kuntz as Secretary and Treasurer with a salary of \$37,131.50.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint Assistant Township Secretary/Treasurer and establish compensation: On a motion by Ray Benton (2nd, Jordan Oldham), the Supervisors reappointed Pauline "Polly" Grace as Assistant Secretary and Treasurer.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Reappoint Roadmaster: On a motion by Jordan Oldham (2nd, Ray Benton), the Supervisors reappointed Matthew Treon as the Roadmaster.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Reappoint Assistant Roadmaster: On a motion by Matt Treon (2nd, Ray Benton), the Supervisors reappointed Jordan Oldham as the Assistant Roadmaster.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Abstain

Establish Treasurers' Bond: On a motion by Jordan Oldham (2nd, Matt Treon), the Supervisors approved to maintain the bond with Teeter Group for the Treasurer's Bonds (2) of \$250,000.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Authorize Secretary/Treasurer to prepay all regularly incurred bills and payroll for the Township: On a motion by Ray Benton (2nd, Matt Treon), the Supervisors authorized the Secretary/Treasurer to prepay all regularly incurred bills and payroll for the Township.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Establish Township employees' compensation per approved 2018 budget: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors approved employee compensation per approved 2018 Budget (Hourly wages are as approved: Nathan Claycomb at \$22.01; Tyler Grigg at \$17.51; Probation Police Officer at \$14.50; Administrative Assistant at \$13.00; Winter Maintenance \$13.39; Summer Maintenance at \$10.82; Roadmaster & Assistant Roadmaster will be approved by the Board of Elected Auditors.)

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Determine holidays for non-union township employees: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors approved the eight (8) holidays per the PTO policy (New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day and Christmas Day).

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint Township Supervisors as Roadmasters: On a motion by Matt Treon (2nd, Ray Benton), the Supervisors appointed Township Supervisors as Roadmasters.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Designate Open Records Officer: On a motion by Jordan Oldham (2nd, Ray Benton), the Supervisors appointed Arlene Kuntz as Open Records Officer for Right to Know.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint Township Permit Officer not requiring UCC Inspection: On a motion by Matt Treon (2nd, Ray Benton), the Supervisors reappointed Arlene Kuntz, Secretary/Treasurer, as the Township Permit Officer for permits not requiring UCC inspection.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint Township Permit Agency(ies) requiring UCC Inspection: On a motion by Ray Benton (2nd, Jordan Oldham), the Supervisors reappoint PA Municipal Code Alliance (PMCA) and Commonwealth Code Inspection Service (CCIS) as the Township Uniform Construction Code agencies as determined by the applicant as to which agency they want to use.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint Township Solicitor: On a motion by Jordan Oldham (2nd, Ray Benton), the Supervisors reappointed Nathan Karn of Evey Black Attorneys LLC as Township Solicitor at a rate of \$150 per hour with the option to research alternative counsel.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint Township Solicitor for Union Issues: On a motion by Jordan Oldham (2nd, Ray Benton), the Supervisors reappointed Patrick Fanelli of Fanelli Willett Law Offices as Township Solicitor for union-related issues at a rate of \$155 per hour with the option to research alternative counsel.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint Township Engineer: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors reappointed Stiffler McGraw Surveyor and Engineers as Township Engineer at the contracted rate.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint Chairman of Vacancy Board: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors nominated and appointed Joseph D. Claar as Chairman of the Vacancy Board.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Reappoint Emergency Management Coordinator: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors reappointed Terri Lingenfelter as the EMC.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint a representative to the Government Advisory Committee for Blair County Planning Commission: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors reappointed Vince Dodson as representative to the Government Advisory Committee for the Blair County Planning Commission.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Reappoint member to the Greenfield Township Municipal Authority Board: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors reappointed Boye Hershberger to the Greenfield Township Municipal Authority Board for a five (5) year term.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint a representative to the Blair Region Code Administration Committee: On a motion by Jordan Oldham (2nd, Matt Treon), the Supervisors reappointed Chris Burket as the representative to the Blair Region Code Administration Committee.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint Local Service Tax (LST) Collector: On a motion by Ray Benton (2nd, Jordan Oldham), the Supervisors reappointed Janice Crist as the Local Service Tax Collector at the rate of \$1,250 per year.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Establish LST Collector's Bond: On a motion by Ray Benton (2nd, Jordan Oldham), the Supervisors set and approved the LST Collector's bond at \$160,000 thru Teeter Group at the cost of \$351 per year.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint Earned Income Tax (EIT) Collector: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors reappointed the Blair County Tax Collection Bureau to collect Earned Income Taxes at a 3% commission.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint Dog Enforcement Officer: On a motion by Ray Benton (2nd, Matt Treon), the Supervisors reappointed PA Humane Society and the State Dog Law Officer as the Dog Enforcement Officer.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint ambulance service: On a motion by Ray Benton (2nd, Jordan Oldham), the Supervisors reappointed AMED as the ambulance service.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Appoint police liaison to Board: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors reappointed Ray Benton as the Police Liaison to the Board of Supervisors.

Roll Call Vote: Ray, Abstain Matt, Yes Jordan, Yes

Designate voting delegate for the Bedford County Township & Borough Sanitary Corp (BCTBSC): On a motion by Ray Benton (2nd, Matt Treon), the Supervisors nominated and appointed Jordan Oldham as voting delegate at Bedford County Township & Borough Sanitary Corp.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Abstain

Designation of Depositories: On a motion by Jordan Oldham (2nd, Ray Benton), the Supervisors approved to continue to use First Commonwealth Bank in Claysburg for checking accounts and S&T Bank for the money market accounts.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Certify delegates to attend PSATS Annual Educational Conference: On a motion by Ray Benton (2nd, Matt Treon), the Supervisors approved for Supervisors and employees to attend PSATS Annual Conference April 22-25, 2018, and one to serve as a voting delegate.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Designate PSATS voting delegate: Included in above motion.

Establish monthly meeting schedule: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors approved to continue to have a monthly meeting on the first Tuesday of each month at 7:30 p.m. at the Township building.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Establish reimbursement vehicle mileage rate: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors approved to keep the vehicle mileage rate as set by the IRS of 54.5¢ per mile.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

RESOLUTIONS

2018-01 Waiver of Employee Contributions to Pension Plan (Non-uniform): On a motion by Ray Benton (2nd, Jordan Oldham), the Supervisors approved Resolution 2018-01.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

2018-02 Waiver of Employee Contributions to Pension Plan (Uniform/Police): On a motion by Jordan Oldham (2nd, Ray Benton), the Supervisors approved Resolution 2018-02.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

2018-03 Appoint accounting firm to complete required 2017 DCED Audit: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors moved to table Resolution 2018-03 until the February meeting.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

2018-04 Appoint a representative to the Blair County Tax Collection Bureau: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors reappointed Christine Leslie as representative and Janice Crist as an alternate representative to the BCTCB and approved Resolution 2018-04.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

2018-05 Appoint Sewer Enforcement Officer: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors reappointed Dean Shuller as the Sewer Enforcement Officer with an annual fee of \$500 and approved Resolution 2018-05.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

At 7:30 p.m., the Regular Monthly Meeting began.

The Chairman informed those present there was an Executive Session on December 21, 2017, for a legal matter.

Approval of Meeting Minutes: On a motion by Ray Benton (2nd, Jordan Oldham), the Supervisors approved the December 5th Regular Meeting and December 21st Special Meeting minutes as written.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Treasurer's Report: Report is attached. On a motion by Ray Benton (2nd, Jordan Oldham), the Supervisors approved the Treasurer's Report with corrections to the Police Department's monthly numbers.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Resolution 2018-06 Opposition to House Bill 1620 Wireless Infrastructure Deployment Bill:

On a motion by Ray Benton (2nd, Matt Treon), the Supervisors approved Resolution 2018-06.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

OLD BUSINESS

Community Center — Tankless water heater: On a motion by Jordan Oldham (2nd, Matt Treon), the Supervisors moved to table this item until further information obtained.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Administrative Assistant Applications: On a motion by Matt Treon (2nd, Ray Benton), the Supervisors approved to meet to select candidates to interview for the Administrative Assistant position and to schedule and hold interviews.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, No

NEW BUSINESS

Contact Altoona donation: On a motion by Jordan Oldham (2nd, Matt Treon), the Supervisors moved to table this item until additional information obtained.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Office Paper Shredder: On a motion by Jordan Oldham (2nd, Ray Benton), the Supervisors approved to purchase a shredder for use in the administrative office and police department in the amount of \$399.00.

Roll Call Vote: Ray, Yes Matt, Yes Jordan, Yes

Employee Time Clock: Department inaccessibility of use: On a motion by Matt Treon (2nd, Jordan Oldham), the Supervisors moved to inquire into the cost of a time clock in the garage area.

Roll Call Vote: Ray, No Matt, Yes Jordan, Yes

INFORMATION ONLY

None

ENGINEER'S REPORT:

- Greg Werstil — no action needed.
- Ski Gap Community Center: Basketball court — no action needed.

ROAD FORMAN'S REPORT

Matt Treon, Roadmaster, reported this month the Highway Department would cinder, salt and plow the roads and shovel sidewalks as needed. At the Community Center, they are preparing and patching the walls to paint the interior.

POLICE REPORT

Ray Benton read the police report. Some of the equipment approved to purchase in December are arriving and installed.

COMMENTS FROM RESIDENTS

Rod Dibert asked how the Sunshine Law will be addressed with two (2) working board members. He wanted assurance no decisions would be made outside of public meetings.

Greg Hetrick asked if the board will continue to allow residents to comment on agenda items.

Rex Whetstone asked why a water heater was needed at the Community Center. There was a group discussion with personal and professional experiences with water heaters from *Eugene Hoffman, Greg Hetrick, CJ Ramier, and Rod Dibert*.

Jordan Oldham commented instead of painting the interior of the Community Center we could have a mural painted by high school students or a community group. There was a group discussion with comments from *Rod Dibert and Liz Hoffman*.

With no further business, the meeting adjourned at 8:03 p.m. with a unanimous vote on the motion by Ray Benton (2nd, Matt Treon).

Respectfully submitted,



Arlene Kuntz, Secretary/Treasurer

**Annual Reorganizational Meeting Agenda
Greenfield Township Board of Supervisors
Tuesday, January 2, 2018**

Public comment is both welcome and invited. Time limits for comments will be set by the Chairman of the Board. Please state your name before speaking. We request that all residents be respectful when addressing the Board.

The meeting will be tape recorded for the sole purpose to transcribe meeting minutes.

Call Meeting to Order

Pledge of Allegiance

Oath of Office for newly elected Supervisors

Appoint temporary Chair

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Appoint temporary Secretary

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Nominate & Elect Board Chairman

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Nominate & Elect Board Vice-Chairman

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Reappoint Township Secretary/Treasurer and establish compensation

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Reappoint Assistant Township Secretary/Treasurer and establish compensation

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Reappoint Roadmaster

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Reappoint Assistant Roadmaster

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Establish Treasurers' Bond amount

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Authorize Secretary/Treasurer to pre pay all regularly incurred bills and payroll for the Township

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Establish Township employees' compensation per approved 2018 budget

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Determine holidays for non-union township employees

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Appoint Township Supervisors as Roadmasters

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Designate Open Records Officer

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Appoint Township Permit Officer not requiring UCC Inspection

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Appoint Township Permit Agency(ies) requiring UCC Inspection

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Appoint Township Solicitor

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Appoint Township Solicitor for Union Issues

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Appoint Township Engineer

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Appoint Chairman of Vacancy Board

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Reappoint Emergency Management Coordinator

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Appoint representative to the Government Advisory Committee for Blair County Planning Commission

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Appoint member to the Greenfield Township Municipal Authority Board

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Appoint representative to the Blair Region Code Administration Committee

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Appoint Local Service Tax (LST) Collector

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Establish LST Collector's Bond

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Appoint Earned Income Tax (EIT) Collector

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Reappoint Dog Enforcement Officer

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Appoint Ambulance Service

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Appoint Police Liaison to Board

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Designate voting delegate for the Bedford County Township & Borough Sanitary Corp (BCTBSC)

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Designation of Depositories

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Certify delegates to attend PSATS Annual Educational Conference

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Designate PSATS voting delegate

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Establish monthly meeting location, time, and dates

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Establish reimbursement vehicle mileage rate (IRS 2018 rate 54.5¢ per mile)

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

RESOLUTIONS

2018-01 Waiver of Employee Contributions to Pension Plan (Non-uniform)

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

2018-02 Waiver of Employee Contributions to Pension Plan (Uniform/Police)

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

2018-03 Appoint accounting firm to complete required 2017 DCED Audit

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

2018-04 Appoint representative to the Blair County Tax Collection Bureau

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

2018-05 Appoint Sewer Enforcement Officer

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Regular Monthly Meeting

Executive Session – December 21st for a legal matter

Approval of Minutes – Regular Meeting December 5th & Special Meeting December 21st

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Treasurer's Report

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Resolution 2018-06 Opposition to House Bill 1620 Wireless Infrastructure Deployment Bill

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

OLD BUSINESS

Community Center: Tankless hot water heater

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Administrative Assistant Applications

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

NEW BUSINESS

Contact Altoona donation

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Office Paper Shredder

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

Employee Time Clock: Department inaccessibility of use

Motion: _____ 2nd _____ Vote: Ray _____ Matt _____ Jordan _____

Comments: _____

REPORTS

Engineer's Report

Road Master's Report

Police Department Report

Comments from Residents – General

Adjournment