

**GREENE TOWNSHIP BOARD OF SUPERVISORS  
MINUTES OF ORGANIZATION MEETING  
JANUARY 5, 2015**

The public meeting was called to order by Chairman R. Allgeier at the Municipal Building commencing at 7:00 PM. Following the salute to the U.S. Flag roll call was taken. Those present were Supervisors Richard F. Allgeier, Jr., Linda M. Bliley and Lisa A. Vallimont.

**ADOPT AGENDA** Upon motion made by R. Allgeier, second by L. Vallimont to adopt the Organization Meeting Agenda, motion carried (3-0).

**MISCELLANEOUS FROM THE FLOOR/PUBLIC COMMENT** None

**RESOLUTION 1-2015-TOWNSHIP SUPERVISORS** Motion by L. Vallimont, second by R. Allgeier, it was RESOLVED and enacted by the Board of Supervisors of Greene Township, Erie County, Pennsylvania that the Township of Greene authorize Roadmasters, as per Article XXIII, Section 2302 of the Second Class Township Code. Roadmasters are further identified as Richard F. Allgeier, Jr., Linda M. Bliley and Lisa A. Vallimont.

Be it FURTHER RESOLVED that in addition to the Roadmaster responsibilities, the following duties shall be the responsibility of:

Richard F. Allgeier, Jr.: Chairman, Road Superintendent, Garage Coordinator, Liaison to Kuhl Hose Co and Emergency Management, Pension agent authorized to sign pension documents, FEMA Flood Plain Rep., Voting delegate to PSATS, Voting delegate to ECATO, Alternate Safety Coordinator for CDL, and Erie Co Planning Rep.; and

Linda M. Bliley: Treasurer, Liaison to Zoning Hearing Board, Act 32 Representative, Second alt voting delegate to ECATO, and Alt. Rep. to Erie Co. Planning; and

Lisa A. Vallimont: Vice Chairperson, Secretary, Building Coordinator, Office/Administration and Personnel Coordinator, Rental Agent, Recycling Coordinator, Liaison to Parks & Recreation and Planning Commission, Safety Coordinator for CDL, Alternate pension agent authorized to sign pension documents, Alt. FEMA Flood Plain Rep., Alt. voting delegate to PSATS, Alt. voting delegate to ECATO, and Act 32 Alt. Rep., motion carried (3-0).

**TOWNSHIP EMPLOYEES** Motion made by R. Allgeier, second by L. Vallimont to appoint the following township employees for 2015:

Peter J. Koehler	Eric K. Biby	Mark R. Srnka
Willard F. Harman	Robert J. Greene	Christian J. Magee

motion carried (3-0)

**ZONING ADMINISTRATOR** Motion by R. Allgeier, second by L. Vallimont to appoint Natalie G. Zimmer Zoning Administrator with office hours Monday–Thursday, 7:00 AM – 3:00 PM, Friday by appointment, motion carried (3-0).

**BENEFITS SCHEDULE** Motion by L. Vallimont, second by R. Allgeier to adopt the Greene Township Full Time Employee Benefits schedule as attached, motion carried (3-0).

**APPOINT LEGAL COUNCIL** Motion by L. Vallimont, second by R. Allgeier to appoint John J. Shimek, III of the firm Sterrett, Mott, Breski & Shimek as legal counsel for 2015, motion carried (2-1), L. Bliley opposed.

**APPOINT TOWNSHIP ENGINEER** Motion by L. Vallimont, second by R. Allgeier to appoint Mark Corey & Associates as per diem engineer for 2015, motion carried (3-0).

**APPOINT CPA** Motion by L. Vallimont, second by R. Allgeier to appoint Felix & Gloekler as the auditing firm for 2015, motion carried (3-0).

**VACANCY BOARD** Motion by L. Vallimont, second by R. Allgeier to appoint James Petrone, Sr. to the Vacancy Board, motion carried (3-0).

**DEPOSITORY FOR TOWNSHIP FUNDS** Motion by L. Vallimont, second by R. Allgeier to designate Northwest Savings Bank as depository for general fund checking, state fund, self-insured fund and water/sewer savings accounts. Certificates of deposits shall be placed in an acceptable financial institution that provides the most attractive rates when inquiries are made by the Township Treasurer, motion carried (3-0).

**WARRANT TAX COLLECTOR** Motion made by R. Allgeier, second by L. Vallimont to warrant Greene Township Elected Tax Collector, Mark Husted, to collect real estate taxes for 2015 based upon 1.79 mills of the total assessed valuation of taxable real estate located within Greene Township Municipality. Commission to remain 3% of the total tax collected for the year 2015, motion carried (3-0).

**RESOLUTION 2-2015-ZONING HEARING BOARD** Upon motion by R. Allgeier, second by L. Vallimont, it was RESOLVED to appoint Rodney Riblett, Keith Hedderick and Eric Sonney to the Greene Township Zoning Hearing Board. Furthermore, that a Secretary as determined by the Zoning Hearing Board be appointed recording secretary at an hourly rate of \$10/hour, hours submitted to Township Secretary in writing to qualify for payment, motion carried (3-0).

**RESOLUTION 3-2015-EMERGENCY MANAGEMENT** Upon motion by L. Vallimont, second by R. Allgeier, it was RESOLVED to appoint James Petrone, Sr. as Greene Township Emergency Management Coordinator, with Clarence Hess as deputy emergency management coordinator, motion carried (3-0).

**RESOLUTION 4-2015-PLANNING COMMISSION** Upon motion by R. Allgeier, second by L. Vallimont, it was RESOLVED to appoint James Petrone Sr., Stephen Urash, Randy Biebel, David Bartnicki, Thomas Cermak and Natalie Zimmer to the Greene Township Planning Commission. Furthermore, that a Secretary as determined by the Planning Commission be appointed recording secretary at an hourly rate of \$10/hour, hours submitted to Township Secretary in writing to qualify for payment, motion carried (3-0).

**RESOLUTION 5-2015-PARKS & RECREATION COMMISSION** Upon motion by L. Vallimont, second by R. Allgeier, it was RESOLVED to appoint Donald J. Smith, Eric Sonney and Lisa A. Vallimont to the Greene Township Parks & Recreation Commission. Furthermore, that a Secretary as determined by the Parks & Recreation Commission be appointed recording secretary at an hourly rate of \$10/hour, hours submitted to Township Secretary in writing to qualify for payment, motion carried (3-0).

**RESOLUTION 6-2015-MILEAGE REIMBURSEMENT & CONVENTION/CONFERENCE ATTENDANCE** Upon motion by L. Vallimont, second by R. Allgeier, it was RESOLVED to establish the 2015 mileage reimbursement rate to be equal to that as established by the IRS during 2015. Mileage reimbursement shall be granted only if activity has been approved in advance by the Board of Supervisors. FURTHERMORE, that each Supervisor is authorized to attend the Annual ECATO Convention and the Annual PSATS Conference and to receive reimbursement for hotel, mileage and meal expenses, if applicable. Supervisors working in any capacity permitted by law shall be compensated at their approved hourly rate for a normal 8-hour workday during their attendance at the annual meetings, motion carried (3-0).

**RESOLUTION 7-2015-LEVYING OTHER 2015 TAXES** Upon motion made by L. Vallimont, seconded by R. Allgeier, it was; RESOLVED, that in addition to the tax levied on the real property the following taxes shall also be levied in Greene Township for the fiscal year 2015: Earned Income Tax (EIT) at 1% of gross wages; Realty Transfer Tax at 2%; Amusement Tax at 5%; Road Per Capita at \$5.00 per person 18 years of age and over; and Local Services Tax (LST) at \$10.00 per person for all persons employed within Greene Township who earns \$12,000.00 per year or more, motion carried (3-0)

**MEETING DATES AND TIMES** Motion by L. Vallimont, second by R. Allgeier to set the meeting dates and times as follows: Supervisors: Work session-Monday preceding the regular monthly meeting at 3:30 PM; first meeting of month- 2<sup>nd</sup> Tuesday each month at 7:00PM; and second meeting of month- 4<sup>th</sup> Tuesday May-September at 3:30PM. Zoning Hearing Board-1<sup>st</sup> Monday each month at 7:00PM as advertised; Planning Commission-3<sup>rd</sup> Monday each month at 7:00PM; Parks & Recreation Commission- 1<sup>st</sup> Tuesday each month at 7:30PM and; Emergency Management-last Wednesday during the months of January, April, July and October at 7:00PM, motion carried (3-0).

**MEETING PAY** Motion by L. Vallimont, second by R. Allgeier to retain the meeting pay at \$50.00 per meeting attended, not to exceed \$1,875.00 per year as per the Second Class Township Code, motion carried (3-0).

**MINUTES** Motion by L. Vallimont, second by L. Bliley to approve the minutes of the December 8, 9 and 30, 2014 meetings as written, motion carried (3-0).

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**TREASURER'S REPORT** Motion by L. Vallimont, second by L. Bliley to approve the December 2014 treasurer's reports, subject to audit, motion carried (3-0).

**MUNICIPAL REPORTS** R. Allgeier presented the Recycling, Road Superintendent, Tate Rd Building and Zoning Administrator reports for the months of December 2014. Parks & Rec and Planning Commission minutes for December 2014 were also read. Reports and minutes will be available for inspection at the end of the meeting or at the office during regular business hours.

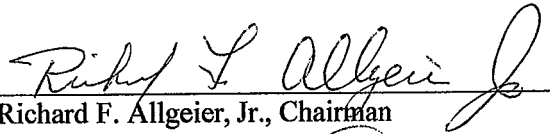
**OLD BUSINESS** Motion by L. Vallimont, second by L. Bliley to cancel the regularly scheduled Supervisors meeting to be held on January 13, 2015, motion carried (3-0).

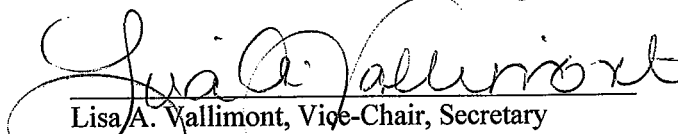
**PUBLIC COMMENT** Robert Kazmaier inquired as to whether or not employees are paid their regular hourly rate and mileage to attend seminars. L. Vallimont explained that is addressed in the Full Time Employees Benefit Schedule and that they are indeed paid both their wage and mileage if they use their own vehicle.

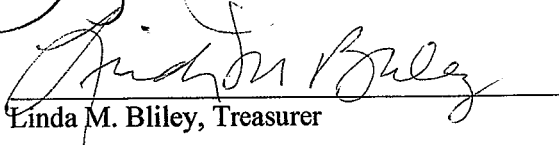
**PAYMENT OF CURRENT BILLS** Motion made by R. Allgeier, second by L. Bliley to pay current bills, motion carried (3-0).

**ADJOURNMENT** There being no further business, motion by R. Allgeier, second by L. Vallimont to adjourn the meeting, motion carried (3-0). Meeting adjourned at 7:30PM.

**GREENE TOWNSHIP SUPERVISORS**

  
Richard F. Allgeier, Jr., Chairman

  
Lisa A. Vallimont, Vice-Chair, Secretary

  
Linda M. Bliley, Treasurer

GREENE TOWNSHIP  
TREASURER'S REPORT  
January 31, 2015

GENERAL FUND - NORTHWEST SAVINGS

Book Balance 1/1/2015 \$ 352,467.86

Receipts:

Real Estate Taxes - Current	4,686.65	
Real Estate Taxes - Delinquent	-	
Real Estate Transfer Taxes	597.50	
Per Capita, EMT, Amusement Tax	1,324.48	
Earned Income Tax	25,815.42	
Fines	928.04	
Penalties and Interest	444.26	
Rentals	3,617.03	
Business Privilege License	-	
Discounts on Early Payment	5.66	
Zoning Fees		
Water/Sewer Income	2,251.09	
Kane Hill Bridge from PA	-	
MDIA Inspections	295.00	
Garbage Bags	340.00	
Recyclable Material Recycle Program	634.86	
Recyclable Material Road Materials	-	
Dog Licenses	500.00	
Interest Income	43.78	
Driveway pipes	-	
Donations	50.00	
Copies		
		\$ 41,533.77
		\$ 394,001.63


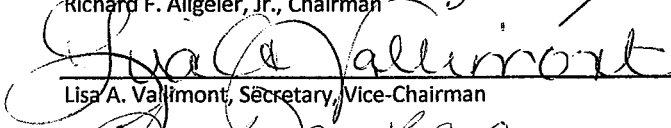
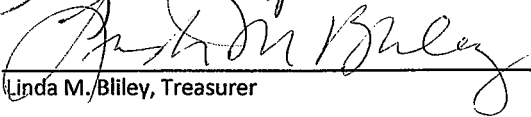
Expenses:

Checks #35352-35476	65,152.66	
Electronic Transfers (Payroll taxes)	10,752.05	
		\$ 75,904.71

Book Balance 1/31/2015 \$ 318,096.92

<u>SAVINGS</u>	<u>At 1/1/2015</u>	<u>Receipts</u>	<u>Expenses</u>	<u>At 1/31/2015</u>
Liquid Fuels	\$258,955.72	\$0.00	\$0.00	\$258,955.72
Water/Sewer	\$585.41	\$0.00	\$0.00	\$585.41
Self-Insured	\$10,257.18	\$0.00	\$0.00	\$10,257.18

Approved by:

  
 Richard F. Allgeier, Jr., Chairman  
  
 Lisa A. Valimont, Secretary, Vice-Chairman  
  
 Linda M. Bliley, Treasurer

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