

## **Boggs Township Board of Supervisors**

Organization and Regular Meeting

January 4, 2021

The January 4, 2021 Organization and regular meeting of the Boggs Township Board of Supervisors was held in the Boggs Township Municipal Building, 1270 Runville Road, Bellefonte, PA. Meeting called to order at 7:00 pm. The Pledge of Allegiance was observed. Present were Supervisors David Veneziano, Terry Gates and Glenn Coakley, Solicitor Rodney Beard and Secretary/Treasurer James Strunk.

Election of temporary Chairman and temporary Secretary:

Motion by Gates 2<sup>nd</sup> by Coakley - Dave Veneziano as temporary Chairman and James Strunk as temporary Secretary.

Vote: Veneziano-Yes; Gates-Yes; Coakley-Yes

### **2021 Organization**

#### **Election of Officers:**

**Chairman** - Motion by Gates 2<sup>nd</sup> by Coakley to elect David J. Veneziano as Chairman.

Vote: Veneziano-Yes; Gates-Yes; Coakley-Yes

At this time Veneziano assumed the duties of chairman.

**Vice-Chairman** - Motion by Veneziano 2<sup>nd</sup> by Coakley to elect Terry L. Gates as Vice-Chairman

Vote: Veneziano-Yes; Gates-Yes; Coakley-Yes

**Secretary/Treasurer** - Motion by Gates 2<sup>nd</sup> by Veneziano to appoint James L. Strunk as Secretary/Treasurer.

Vote: Veneziano-Yes; Gates-Yes; Coakley-Yes

At this time Strunk assumed the duties of Secretary/Treasurer

**Vacancy Board Member** - Motion by Veneziano 2<sup>nd</sup> by Gates to appoint Robert C. Bennett as Vacancy Board Member.

Vote: Veneziano-Yes; Gates-Yes; Coakley -Yes

**Roadmaster** - Motion by Gates 2<sup>nd</sup> by Coakley to appoint David Veneziano as Roadmaster.

Vote: Veneziano-Yes; Gates-Yes; Coakley -Yes

#### **Taxation: Resolution 2021-0104-1**

Real Estate - 4.50 mills total

2.84 mills General Purpose

1.66 mills Fire Protection

Per Capita - \$5.00

Earned Income Tax Resident - ½ of 1%

Earned Income Tax Non-Resident - ½ of 1%

Real Estate Transfer Tax - ½ of 1%

Local Services Tax - \$52.00 annually per employee.

**Tax Collection Agencies:**

Elected Real Estate and Per Capita Tax Collector - Sharon A. Yangula  
Deputy Tax Collector - Brian Yangula  
Compensation: 5% of Taxes Collected  
Benefits: Reimbursement of Annual Tax Collector Association Dues  
Reimbursement of Postage and Mailing Costs  
Earned Income Tax Collector - Centre Tax Agency  
Local Services Tax Collector - Centre Tax Agency  
Delinquent Per Capita Tax Collector - Berkheimer Tax Administrators

**Supervisors:**

Glenn Coakley, David Veneziano and Terry Gates  
Compensation: Each elected Supervisor shall receive \$1,875.00 gross pay per year. Payable at \$156.25 gross pay per month.

**Signatures: Resolution 2021-0104-2**

Glenn Coakley, David J. Veneziano, Terry Gates and James L. Strunk are authorized to sign all legal and financial documents for the township.

These individuals are authorized to provide such direction to financial institutions and other agencies with whom the Township engages in regard to necessary and convenient authorizations for the conducting of governmental operations.

**2021 Meeting Dates:** As approved at the December 1, 2020 regular meeting. The Board of Supervisors will meet on the following dates.

January 4, 2021	Monday	Organization & Regular Meeting
January 5, 2021	Tuesday	Auditor’s Organization Meeting
February 2, 2021	Tuesday	Regular Meeting
March 2, 2021	Tuesday	Regular Meeting
April 6, 2021	Tuesday	Regular Meeting
May 4, 2021	Tuesday	Regular Meeting
June 1, 2021	Tuesday	Regular Meeting
July 6, 2021	Tuesday	Regular Meeting
August 3, 2021	Tuesday	Regular Meeting
September 7, 2021	Tuesday	Regular Meeting
October 5, 2021	Tuesday	Regular Meeting
November 2, 2021	Tuesday	Regular Meeting
December 7, 2021	Tuesday	Regular Meeting

All meetings shall be held in the Boggs Township Municipal Building, 1270 Runville Road, Bellefonte, PA and will begin promptly at 7:00 pm unless advertised otherwise.

**Annual Appointments:**

Township Solicitor - **Resolution 2021-0104-3**  
Rodney A. Beard, Beard Law Company  
Zoning Hearing Board Solicitor - **Resolution 2021-0104-4**  
Scott C. Etter of Etter Law Company.  
Open Records Officer - Motion by Gates 2<sup>nd</sup> by Coakley to appoint James L. Strunk, Secretary/Treasurer as Open Records Officer.  
Vote: Veneziano-Yes; Gates-Yes; Coakley -Yes  
Township Engineer - **Resolution 2021-0104-5**  
Uni-Tec Consulting Engineers Inc.

Code Enforcement/Zoning Officer - **Resolution 2021-0104-6**  
Williams Inspection Service  
Subdivision/Land Development Plan Reviewer  
Williams Inspection Service  
Planning/Zoning Consultant - Doug Hovey  
Certified Public Accountant - **Resolution 2021-0104-7**  
Baker Tilley Vichow Krause LLC  
Perform Fiscal Year 2020 Audit  
Sewage Enforcement Officer - **Resolution 2021-0104-8**  
Primary - Jeffrey Kreiger  
Alternate - Stanley J. Wallace  
Alternate - Sean Kreiger  
Security Depositor - First National Bank  
Website Administrator - Kessler Freedman and Secretary/Treasurer  
Emergency Management Coordinator - Motion was made by Veneziano 2<sup>nd</sup> by Coakley to appoint Terry Gates Jr.  
Vote: Veneziano-Yes; Gates-Yes; Coakley-Yes  
Chief Administrative Officer for Pension Plan - Motion was made by Gates 2<sup>nd</sup> by Coakley to appoint James L. Strunk.  
Vote: Veneziano-Yes; Gates-Yes; Coakley-Yes  
Act 32 Tax Collection Committee - Sharon A. Yangula with Brian Yangula as the alternate.  
Citizens' Hook and Ladder Fire Company Oversight Committee - Motion by Veneziano 2<sup>nd</sup> by Coakley to appoint Terry L. Gates Jr.  
Vote: Veneziano-Yes; Gates-Yes; Coakley -Yes

**Departments: Road Maintenance (4% Increase Approved in 2021 Budget)**

**Roadmaster** - David J. Veneziano - Note: Must be approved by Auditors  
Compensation Regular Pay = \$25.37per hour.  
**Equipment Operator** - Terry L. Gates - Note: Must be approved by Auditors  
Compensation: Regular Pay = \$23.38 per hour.  
**Equipment Operator** - Scott P. Bennett  
Compensation: Regular Pay = \$22.78 per hour.  
**Regular Flex Time Employee** - Glenn A. Coakley - Note: Must be approved by Auditors.  
Compensation: Regular Pay = \$23.38 per hour.  
**Benefits:** Covered by Personnel Policy as adopted on July 6, 2010 amended November 3, 2015. M.E.R.P. \$3,500.00 per year for full time employees.  
Amended December 3, 2019.  
M.E.R.P. \$1.00 per hour worked with a \$1,500.00 max for part time employees.  
Amended December 7, 2012.

**Departments: Administrative (4% Increase Approved in 2021 Budget)**

**Secretary/Treasurer** - James L. Strunk

Compensation: Regular Pay = \$22.86 per hour.

**Benefits:** Covered by Personnel Policy as adopted on July 6, 2010 amended November 3, 2015 M.E.R.P. \$3500.00 per year for full time employees, Amended December 3, 2019.

Treasurer Bond: Set at \$1,500,000.00

Payment of Invoices/Bills: The board shall allow the secretary-treasurer to pay any and all bills that shall become due between monthly supervisors meetings.

Signature: The Secretary-Treasurer shall sign on all documents on behalf of the Board of Supervisors as needed.

**Community Building:**

Scheduler - Motion by Gates 2<sup>nd</sup> by Coakley to appoint James L. Strunk, Secretary/Treasurer as the scheduler.

Vote: Veneziano-Yes; Gates-Yes; Coakley -Yes

Compensation: Included in Secretary/Treasurer Wages

Caretaker -Motion by Veneziano 2<sup>nd</sup> by Coakley to appoint Terry L. Gates as caretaker.

Vote: Veneziano-Yes; Gates-Yes; Coakley -Yes

Alternate Caretaker - Any township employee.

Compensation: \$12.92 per hour (Note: Must be approved by Auditors if a supervisor)

Hours: One Hour to Open and One to Close the Building per Rental.

Township Building Janitor: Township Road Crew employees, normal wage rates.

**Meeting attendance payments:**

Auditors - \$35.00 per meeting

Zoning Hearing Board - \$50.00 per meeting

Secretary/Treasurer - \$50.00 per meeting

**Mileage Reimbursement:**

Boggs Township shall reimburse mileage at the rate approved by the Federal Government.

**Departments: Planning and Zoning**

Code Enforcement/Zoning Officer - Williams Inspection Service

Subdivision/Land Development Plan Reviewer - Williams Inspection Service

Compensation = \$50.00 per hour plus postage reimbursement.

Planning Consultant - Doug Hovey - Land Use and Planning Consultant.

Compensation: On Call Basis

**Departments: Boards and Commissions**

Zoning Hearing Board -

Members: Neil E. Richner, Patti J. Mauk, and Paul Deering

Alternates (1): Zach Gay

Mid-Centre County Authority-

Appointees:	George MacNamara	January 1, 2021 thru December 31, 2026
	Curtis Leitzell	January 1, 2016 thru December 31, 2021
	Thomas Watson	January 1, 2017 thru December 31, 2022

**Meetings, Conventions, Conferences, Continuing Education -**

**PSATS Annual Conference** - All employees shall be certified to attend the PSATS Annual Educational Conference and Trade Show in Hershey, PA on April 18, 2021 thru April 21, 2021. Supervisors and Road Maintenance Employees may attend the Trade Show on Sunday April 18, 2021. Boggs Township shall provide expense reimbursement for attending the convention as provided by the Second-Class Township Code including lodging, registration fees, meal allowances and mileage.

PSATS voting Delegate - Any attending officer will be the voting delegate if he attends the conference.

**Centre County Association of Township Officials** - all Boggs Township officials, designated by the Second Class Township Code Section 1401, who attend the annual spring and fall meetings of CCATO, shall be reimbursed \$50.00 for meeting attendance, mileage reimbursement and applicable registration fees.

**Continuing Education** - Boggs Township shall promote the continuing education of its employees and elected officials. Boggs Township shall provide payment of registration fees and mileage reimbursement for any elected or appointed official or employees whom wish to attend municipal seminars, upon the approval of the Board of Supervisors.

**Approval of 2021 Organizational Resolutions:**

- 2021-0104-1 Taxation
- 2021-0104-2 Signatures
- 2021-0104-3 Township Solicitor
- 2021-0104-4 Zoning Hearing Board Solicitor
- 2021-0104-5 Township Engineer
- 2021-0104-6 Township Code Enforcement/Zoning Officer
- 2021-0104-7 Audit for year 2019
- 2021-0104-8 Township Sewage Enforcement Officer and Alternate
- 2021-0104-9 Fee Schedule for 2020

Motion by Gates 2<sup>nd</sup> Coakley by to approve all resolutions.

Vote: Veneziano-Yes; Gates-Yes; Coakley -Yes

Motion by Gates 2<sup>nd</sup> by Coakley to approve all items not covered by a resolution.

Vote: Veneziano-Yes; Gates-Yes; Coakley-Yes

Organization meeting adjourned at 7:23 pm

## January 4, 2021 Regular Meeting

Regular meeting called to order by Chairman Veneziano at 7:23 pm

### **Public Comment:**

1. Mike Miller, 241 Swamppoodle Road - Ask when Swamppoodle Road was being taken care of during snow events. Roadmaster Veneziano explained how our snowing plowing routes were done. Mike also ask if we received the pictures from Jeff Williams that he promised to send to Mike 2 months ago.

### **Minutes - Bills - Treasurers Reports:**

Motion by Gates 2<sup>nd</sup> by Coakley to approve reports.

Vote: Veneziano - Yes; Gates - Yes; Coakley - Yes

### **Staff Reports:**

**Zoning Officer** - No report.

**Roadmaster** - David Veneziano - Worked on winter and equipment maintenance. Received bids for the Gordon Road culvert pipe:

Lane Enterprises - \$41,833.44

Catalone Pipe & Supply Company - \$47,276.00

Motion by Gates 2<sup>nd</sup> by Coakley to accept the bid from Lane not to exceed \$42,000.00

Vote: Veneziano-Yes; Gates-Yes; Coakley -Yes

Dirt & Gravel gave the township a grant of \$73,700.00 for this project.

**Fire Company Oversight Committee** - Terry Gates - Short meeting just paid the bills.

**Solicitor** - Rodney Beard - Questioned if we would be able to use up the remaining amount without asking for an extension. Veneziano suggested we use this amount on the 2<sup>nd</sup> Avenue stormwater project.

**Secretary/Treasurer** - James Strunk - Gave a review of expenses from the Cares Act funding. The township was allotted \$34,118.00 from the Cares Act. Expenditures were \$14,765.30. Ask for an extension on spending the additional money and the County Administrator said there were no extensions granted.

### **Administrative Actions:**

1. None.

### **Old Business:**

1. Discussion on renting the Community Building. Table use of the Community Building until further notice, except for election dates.

### **New Business:**

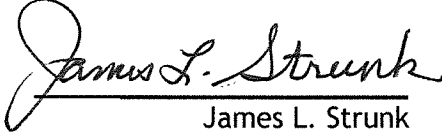
1. None.

**Correspondence:**

1. Letter from the Roland Curtin Foundation about their future and a thank you for the 2020 donation.
2. Letter from Centre County Office of Emergency Services - Hazard Mitigation Plan meetings on January 7, 2021.

Motion by Veneziano 2<sup>nd</sup> by Gates to adjourn at 7:54 pm.

Vote: Veneziano-Yes; Gates-Yes; Coakley -Yes

  
James L. Strunk  
Secretary/Treasurer