

Boggs Township Board of Supervisors

Special Meeting
January 20, 2022

The January 20, 2022, special 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 7:01 p.m. The Pledge of Allegiance was observed. Present were Supervisors David Veneziano, Terry Gates, Glenn Coakley, Solicitor Rodney Beard. It was noted that Secretary/Treasurer James Strunk would not be in attendance.

Recording Secretary:

Upon Motion of Dave Veneziano, 2nd by Terry Gates, it was moved that Rodney Beard serve as Recording Secretary for purposes of this meeting.
Vote: Veneziano – Yes; Gates – Yes; Coakley – Yes

Public Comment:

Jim Shawley noted that he and others appreciated that Dave Veneziano had stepped up to take over some of the office duties during the absence of Mr. Strunk.

Old Business:

None.

New Business:

Dave Veneziano reported on the status of Jim Strunk. He indicated that Mr. Strunk was improving. The Supervisors discussed options for completing the office duties until Mr. Strunk returned. Suggestions were to obtain help from other municipal secretaries in the area or from PSATS. Mr. Veneziano indicated that he was able to keep up with most of the items, and that Mr. Strunk had been in contact with him for direction and assistance with various items.

The Supervisors discussed appointing Mr. Veneziano as the Assistant Secretary and Assistant Treasurer.

The Supervisors also discussed the need to have Mr. Veneziano covered by the Municipality's Bond in the event of such appointment.

Upon motion of Terry Gates, seconded by Glenn Coakley, it was moved to appoint David Veneziano as Assistant Secretary and Assistant Treasurer for the Township. The vote was unanimous. It was discussed that the Auditors would need to meet in order to establish the compensation rate for Mr. Veneziano to serve in the capacity of Assistant Secretary and Assistant Treasurer because he was an existing Supervisor.

The Supervisors suggested that Mr. Veneziano coordinate a meeting of the Boggs Township Board of Auditors to occur on Thursday, January 27, 2022, at 7 p.m. They instructed Mr. Beard to proceed with preparing and publishing a notice for such meeting.

Other items regarding the office operations were discussed, including the possibility of adjusting the phone system for the Township so that Mr. Strunk was able to work from home. It may be appropriate for Mr. Strunk to work from home three days per week and come into the office two days per week. It was discussed that, upon Mr. Strunk returning home, the parties would discuss with him his desires and capabilities and best options for Mr. Strunk and the Township.

As it was part of the plan for the Township to find a replacement for Mr. Strunk during 2022, the Supervisors discussed having a job description for the Secretary/Treasurer available for review at the February Supervisor's meeting, and it was noted that the job description should include grant writing responsibilities and include a description of the benefits for the position.

Adjournment:

Upon Motion of Dave Veneziano, 2nd by Terry Gates to adjourn meeting.
Vote: Veneziano – Yes; Gates – Yes; Coakley – Yes