

Boggs Township Board of Supervisors

Agenda
January 3, 2023
Regular Meeting

Call to order and Pledge of Allegiance

Public Comment:

1. No calls to be on the agenda.

Minutes - Bills -Treasurer's Reports:

Staff Reports:

1. Jeff Williams - Zoning Officer Report.
2. Dave Veneziano - Roadmaster Report.
3. Terry Gates - Fire Company Oversight Committee Report.
4. Rodney Beard - Solicitor's Report.
5. Dave Veneziano - Right to Know Request.

Administrative Actions:

1. Approve LST Contract for 2023 - 2029 with Centre Tax Agency.
2. Approve Municipal Response Request for the Davidson subdivision.
3. Approve the DEP Application Mailer for the Davidson subdivision.
4. Approve completing the PennDot MS-339 for the 2023 Liquid Fuels Program Grant in the amount \$100,000 for the Curtin Hollow Road Curve Improvement Project.

Old Business:

1. None

New Business:

1. None

Correspondence:

1. Letter from HRG Engineering regarding Mid-Centre County Authority applying for a CFA Small Water and Sewer Grant.
2. Letter from HRG Engineering regarding Mid-Centre County Authority applying for a CFA PA H2O Grant.
3. Letter from George MacNamara - resignation letter from the Mid-Centre County Authority Board.
4. Letter for Henry Surveys, LLC - Letter of Acknowledgement for Highway Occupancy Permit for Lot #1 (Application #294219) and Lot #2 (Application #294239) for Davidson property along Runville Road.
5. Letter from Centre County Planning and Community Development Office - Notice of Minor Subdivision - Davidson property along Runville Road.

Executive Session: If needed

Adjournment:

January 3, 2023

Boggs Township Supervisors

Organization Agenda

January 3, 2023

Election of a temporary chairman and secretary.

2023 Organization

Election of Officers:

Chairman - _____ (2022 Dave)
Vice -Chairman - _____ (2022 Terry)
Secretary/Treasurer - _____ (2022 Dave)
Vacancy Board Member - _____ (2022 Bob Bennett)
Roadmaster - _____ (2022 Dave)

Taxation: Resolution 2023-0103-1

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

Signatures: Resolution 2023-0103-2

The following are authorized to sign financial and legal documents for the township.
David J. Veneziano, Terry L. Gates Jr., and Glenn Coakley.

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 conduct of governmental operations.

2023 Meeting Dates: As approved at the December 6, 2022 regular meeting.

The Board of Supervisors will meet on the following dates.

January 3, 2023	Tuesday	Organization & Regular Meeting
January 4, 2023	Wednesday	Auditor's Organization Meeting
February 7, 2023	Tuesday	Regular Meeting

March 7, 2023	Tuesday	Regular Meeting
April 4, 2023	Tuesday	Regular Meeting
May 2, 2023	Tuesday	Regular Meeting
June 6, 2023	Tuesday	Regular Meeting
July 11, 2023	Tuesday	Regular Meeting
August 1, 2023	Tuesday	Regular Meeting
September 5, 2023	Tuesday	Regular Meeting
October 3, 2023	Tuesday	Regular Meeting
November 7, 2023	Tuesday	Regular Meeting
December 5, 2023	Tuesday	Regular Meeting

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

Annual Appointments:

Township Solicitor - **Resolution 2023-0103-3**

Rodney A. Beard, Beard Law Company

Zoning Hearing Board Solicitor - **Resolution 2023-0103-4**

Scott C. Etter of Etter Law Firm LLC.

Open Records Officer - David Veneziano, Secretary

Township Engineer - **Resolution 2023-0103-5**

Buchart Horn Engineers.

Code Enforcement/Zoning Officer - **Resolution 2023-0103-6**

Williams Inspection Service

Subdivision/Land Development Plan Reviewer

Williams Inspection Service

Planning/Zoning Consultant - Doug Hovey

Certified Public Accountant - **Resolution 2023-0103-7**

Christine Zoerner of Baker Tilly Virchow Krause, LLP

Perform Fiscal Year 2022 Audit

Sewage Enforcement Officer - **Resolution 2023-0103-8**

Primary - Jeffery Kreiger

Alternates - Stanley Wallace and Sean Kreiger.

Security Depositor - First National Bank

Website Administrator - Kessler Freedman

Emergency Management Coordinator - _____ (2022 Terry)

Chief Administrative Officer for Pension Plan - _____ (2022 Dave)

Act 32 Tax Collection Committee - Sharon A. Yangula

Alternate - Brian Yangula

Citizens' Hook and Ladder Fire Company Oversight Committee - _____ (2022 Terry)

Departments: Road Maintenance (4% Increase Approved in 2023 Budget)

Equipment Operator - Terry Gates Jr. Note: Must be approved by Auditors.

Compensation: Regular Pay = \$24.32/hour + \$0.97 (4%) = \$25.29.

Equipment Operator - Scott P. Bennett

Compensation: Regular Pay = 23.69/hour + \$0.95 (4%) = \$24.64.

Equipment Operator - William E. Bruss

Compensation: Regular Pay = 21.00/hour + \$0.84 (4%) = \$21.84.

Regular Flex Time Employee - Glenn Coakley Note: Must be approved by the Auditors.

Compensation: Regular Pay = \$24.32/hour + \$0.97 (4%) = \$25.29.

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.

M.E.R.P. \$1.00 per hour worked with a \$1500.00 max for part time employees. Amended

December 7, 2012.

Departments: Administrative (4% Increase Approved in 2023 Budget)

Roadmaster/Secretary/Treasurer - David J. Veneziano II Note: Must be approved by the Auditors.

Compensation: Regular Pay = \$26.38/hour +\$1.06 (4%) = \$27.44

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 - _____ (2022 Dave)

Compensation: Included in Secretary/Treasurer Wages

Caretaker - _____ (2022 Terry)

Alternate Caretaker - Any township employee.

Compensation: \$13.98 per hour (Note: Must be approved by Auditors if 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: Zoning, Code Enforcement and Planning

Zoning and Code Enforcement Officer - Williams Inspection Service.

Subdivision/Land Development Plan Reviewer - Williams Inspection Service.

Compensation = \$75.00 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: Zach Gay, Patti J. Mauk, and Paul Deering

Alternate: Vacant

Mid-Centre County Authority-

Appointees: Curtis Leitzell

Vacant

Thomas Watson

January 1, 2022 thru December 31, 2027

January 1, 2021 thru December 31, 2026

January 1, 2023 thru December 31, 2028

Meetings, Conventions, Conferences, Continuing Education -

PSATS Annual Conference - _____ 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 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, and mileage and meal allowances.

PSATS voting Delegate - _____

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 2023 Organizational Resolutions:

- 2023-0103-1 2023 Taxation
- 2023-0103-2 2023 Legal Signatures
- 2023-0103-3 2023 Township Solicitor
- 2023-0103-4 2023 Zoning Hearing Board Solicitor
- 2023-0103-5 2023 Township Engineer
- 2023-0103-6 2023 Township Code Enforcement/Zoning Officer
- 2023-0103-7 2023 Audit for year 2022
- 2023-0103-8 2023 Township Sewage Enforcement Officer and Alternate
- 2023-0103-9 2023 Fee Schedule for 2023

Motion to approve all resolutions

Motion to approve all items not covered by a Resolution