

Boggs Township Supervisors
Organization and Regular Meeting Minutes
January 3, 2023

The January 3, 2023, 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, and Solicitor Rodney Beard.

Election of a temporary chairman and secretary.

Motion by Gates, 2nd by Coakley, to appoint David Veneziano as Temporary Chairman and Temporary Secretary.

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

2023 Organization

Election of Officers:

Chairman - Motion by Coakley, 2nd by Gates to elect David J. Veneziano as Chairman.

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

At this time, Veneziano assumed the duties of the Chairman.

Vice -Chairman - Motion by Veneziano, 2nd by Coakley to elect Terry L. Gates as Vice-Chairman.

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

Secretary/Treasurer - Motion by Coakley, 2nd by Gates, to elect David Veneziano as Secretary/Treasurer.

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

Vacancy Board Member - Motion by Veneziano, 2nd by Coakley to appoint Robert C. Bennett as Vacancy Board Member.

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

Roadmaster - Motion by Gates, 2nd by Coakley to appoint David Veneziano as Roadmaster.

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

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 Company

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 - Motion by Veneziano, 2nd by Coakley to appoint Terry Gates.

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

Chief Administrative Officer for Pension Plan - Motion by Gates, 2nd by Coakley, to appoint David Veneziano.

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

Act 32 Tax Collection Committee - Sharon A. Yangula

Alternate - Brian Yangula

Citizens' Hook and Ladder Fire Company Oversight Committee - Motion by Veneziano, 2nd by Coakley, to appoint Terry Gates.

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

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

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

Compensation: Regular Pay = \$25.29.

Equipment Operator - Scott P. Bennett

Compensation: Regular Pay = \$24.64

Equipment Operator - William E. Bruss

Compensation: Regular Pay = \$21.84.

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

Compensation: Regular Pay = \$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)

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

Compensation: Regular Pay = \$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 supervisor's 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, 2nd by Coakley to appoint David Veneziano.

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

Compensation: Included in Secretary/Treasurer Wages

Caretaker - Motion by Coakley, 2nd by Veneziano to appoint Terry Gates.

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

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	January 1, 2022 thru December 31, 2027
Robert Bennett	January 1, 2023 thru December 31, 2026
Thomas Watson	January 1, 2023 thru December 31, 2028

Motion by Gates, 2nd by Coakley, to appoint Robert Bennett to fill the remainder of the term on the Mid-Centre County Authority Board. George MacNamara resigned effective December 12, 2022.

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

Motion by Gates, 2nd by Coakley, to appoint Thomas Watson to another term on the Mid-Centre County Authority Board.

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

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 23, 2023 thru April 26, 2023. Supervisors and Road Maintenance Employees may attend on Sunday April 23, 2023. 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 - 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 2022 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 by Gates, 2nd by Coakley to approve all Resolutions.

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

Motion by Gates, 2nd by Coakley to approve all items not covered by a Resolution.

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

Motion by Veneziano, 2nd by Coakley to adjourn the Organization Meeting.

Vote: Veneziano - Yes; Gates - Yes; Coakley - Yes. Organization meeting adjourned at 7:32 pm.

Minutes Regular Meeting January 3, 2022

Regular meeting called to order by Chairman Veneziano at 7:32 pm

Public Comment:

Ralph and Vicki Catherman - ask about progress cleaning up the Packer property. Solicitor Beard responded that no progress has been made, because the Zoning Officer had family issue in December 2022.

Mike Matis - asked about a light at the intersection of Kifer Road and Old 220 Road. The township is not planning to install street lights in the township. Mr. Matis questioned if the township owned the stone pile at the intersection of Curtin Hollow Road and Fetzer Road. The stone pile belongs to the land owner. Mr. Matis would like to install a directional sign at the intersection of Curtin Hollow Road and Fetzer Road. A directional sign does not require a sign permit. Supervisor Veneziano asked Mr. Matis to co-ordinate the sign installation with township personnel. Mr. Matis asked if the snow on Kifer Road could be cleared wider on the shoulder like Curtin Hollow Road. Township personnel will clear the snow as wide as possible on the road and shoulder.

Bob Bennett - commented that the Supervisor Meeting Minutes are on the Township Website.

Minutes - Bills -Treasurer's Reports:

Motion by Gates, 2nd by Coakley to approve reports.

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

Staff Reports:

1. Jeff Williams - Zoning Officer Report. No Report.
2. Dave Veneziano - Roadmaster Report.
Road crew cleaned ditches and pipe inlets, performed equipment maintenance, winter road maintenance - ice and snow, and tree clean up.
3. Terry Gates - Fire Company Oversight Committee Report.
The fire company approved 2023 Budget, received the Financial Report from Auditor, performed maintenance on Fire House Generator, and had gas meters re-certified.
4. Rodney Beard - Solicitors Report.
Presented the Gary Brown Conditional Use Hearing Decision. Motion by Gates, 2nd by Coakley to accept the Conditional Use Decision and co-ordinate the driveway with the Market Street Storm Sewer project. Vote: Veneziano - Yes; Gates - Yes; Coakley - Yes.
5. David Veneziano -Right to Know Request. None in December 2022.

Administrative Actions:

1. Motion by Gates, 2nd by Coakley to approve the LST Contract for 2023 - 2029 with Centre Tax Agency.
Vote: Veneziano - Yes; Gates - Yes; Coakley - Yes.
2. Motion by Gates, 2nd by Coakley to approve Municipal Response Request for the Davidson Subdivision with "No Comments". Vote: Veneziano - Yes; Gates - Yes; Coakley - Yes.
3. Motion by Veneziano, 2nd by Gates to approve the DEP Application Mailer for the Davidson Subdivision. Vote: Veneziano - Yes; Gates - Yes; Coakley - Yes.

4. Motion by Gates, 2nd by Coakley to approve completing the PennDot MS-339 Form for the 2023 Liquid Fuels Program Grant in the amount of \$100,000.00 for the Curtin Hollow Road Curve Improvement Project. Vote: Veneziano - Yes; Gates - Yes; Coakley - Yes.

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. Motion by Gates; 2nd by Coakley to accept Mr. MacNamara's resignation. Vote: Veneziano - Yes; Gates - Yes; Coakley - Yes.
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:

Motion by Veneziano, 2nd by Gates to adjourn at 8:15 pm.
Vote: Veneziano - Yes; Gates - Yes; Coakley - Yes



David Veneziano
Secretary/Treasurer