

MINUTES OF SPECIAL MEETING OF JANUARY 28, 2009

A Special meeting of the Conemaugh Township Board of Supervisors was called to order at 10:00 a.m. on January 28, 2009 by Chairman Steven Buncich. Board members present were Steven Buncich, Chairman, Wayne Kauffman, Vice-Chairman, and Albert Zuccolotto, Assistant Secretary/Treasurer. Solicitor William Barbin was absent.

Pledge to the Flag.

FLOOR OPENED TO PUBLIC COMMENT:

Peggy McClain, Conemaugh Township Elected Real Estate Tax Collector wanted to know what the proposed salary was for the tax collector in 2010. The Supervisors informed her that the salary would be held at the current rate of \$15,242.56 for the next four-year term. Mr. Zuccolotto stated that the tax collector currently used the Township municipal building to collect taxes and used the copier, telephone, etc. at no charge to her, even when she was collecting taxes for the Conemaugh Township School District, which lessened her cost to collect the taxes. He said this was why the Supervisors decided to hold the salary as-is for the next term of the Tax Collector. Mr. Zuccolotto noted that the past Supervisors, which included himself, had set it up this way because the residents liked it.

NEW BUSINESS:

1. **ORDINANCE NO. 671:** Chairman Buncich read the proposed Ordinance aloud. This Ordinance set the compensation for the Conemaugh Township real estate tax collector for the tax year beginning January 1, 2010 and thereafter as follows: 1) Compensation shall be \$15,242.56 per calendar year. 2) Compensation shall be paid bi-weekly, upon compliance with job responsibilities, by payroll check with appropriate withholdings. 3) Township will reimburse cost of supplies and postage. 4) Township will reimburse ½ cost of tax duplicate. 5) Township shall provide space for a collection office at no charge. There was a motion by Mr. Zuccolotto, seconded by Mr. Kauffman, to adopt Ordinance No. 671 setting the compensation for the Township's real property tax collector for the year 2010 and thereafter. Roll call vote: Mr. Zuccolotto – yes, Mr. Kauffman – yes, and Mr. Buncich – yes. Motion carried unanimously.

2. **RESOLUTION R02-09:** Mr. Zuccolotto stated that this Resolution basically re-established the rules governing the collections and payments of the Tax Collector as set by a resolution previously adopted in 1999. He said that the Tax Collector must abide by these rules. Mr. Zuccolotto wanted to have some things cleared up on what the Tax Collector said she could or could not do. Chairman Buncich read the Resolution which set the rules as follows: 1) Tax Collector must deliver to the Township Secretary Treasurer funds collected at the earlier of the accumulation of \$1,000.00 in payments, or on a weekly basis. 2) Reports shall be provided to the Township reconciling the taxes collected and deposits made on a monthly basis, which will include copies of all deposit slips, list all taxpayers and payments, and a detailed explanation of all differences in taxes such as payments included on two reports. 3) Failure of Tax Collector to comply with the rules established shall be grounds for withholding periodic salary payment until full compliance was achieved. Chairman Buncich stated that an audit had been done on the Tax Collector in 2008 and it was found that these rules were not being followed; therefore there was the need to re-establish them with the Tax Collector.

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There was a discussion with Ms. McClain concerning the rules in this Resolution. She noted that it was necessary for her to keep enough funds in her account to cover any Non-Sufficient Funds checks, although she did not have too many of those. Ms. McClain also asked if she received over \$1,000.00 every day or so would she be required to turn that over to the Township right away, or could it be turned in at the end of the week. The Supervisors agreed that it could wait until the week's end, and they further stated that the \$1,000.00 figure would mainly come into play during slow tax collection periods. The Supervisors also agreed that funds could be held in her account to cover any Non-Sufficient Funds checks until cleared. Ms. McClain also stated that during busy times she would need a few days to record and deposit receipts into her account. The Supervisors felt a few days would be acceptable. She further requested that she be notified ahead of time if her pay was going to be withheld for noncompliance.

Chairman Buncich noted at this point that Ms. McClain would be receiving compensation from the Township, School District, and County totaling approximately \$45,215.00 in 2009. The breakout is as follows: School District - \$18,000; Township - \$15,242.56; and the County paid her \$2.60 per parcel for 4,605 parcels for a total payment of \$11,973. (Chairman Buncich noted that *not* included in the parcel total was 299 turned over to the Tax Claim Bureau and 203 parcels were exempt.)

Ms. McClain stated she felt this all was done behind her back since she had asked for two meetings with the Supervisors regarding her compensation and never had one, and she was never informed of this meeting. Chairman Buncich explained that Solicitor Barbin had stated no meetings with her were necessary on this. Mr. Zuccolotto stated the Township needed a good relationship between every one and if she ever had something on her mind to let the Supervisors know.

There was a motion by Mr. Zuccolotto, seconded by Mr. Kauffman, to table Resolution R02-09 for revisions. Roll call vote: Mr. Zuccolotto – yes, Mr. Kauffman – yes, and Mr. Buncich – yes. Motion carried unanimously.

3. **WORKSHOP ON VOLUNTEER FIRE:** There was a motion by Mr. Zuccolotto, seconded by Mr. Buncich, to approve paying for up to two additional people, as well as Township Supervisors, to attend a special workshop on February 9, 2009, 9:00 a.m. through Noon, at the Sipesville Fire Hall to hear and discuss emergency services in Pennsylvania; cost \$50.00 per person. Roll call vote: Mr. Zuccolotto – yes, Mr. Buncich – yes, and Mr. Kauffman – yes. Motion carried unanimously.

4. **RESOLUTION R03-09:** There was a motion by Mr. Zuccolotto, seconded by Mr. Kauffman, to adopt Resolution R03-09, replacing condemnation Resolution R14-08, and revising the condemnation list, Exhibit A, for the Benscreek Sanitary Sewer Project as per Solicitor Barbin. Roll call vote: Mr. Zuccolotto – yes, Mr. Buncich – yes, and Mr. Kauffman – yes. Motion carried unanimously.

At this point, Chairman Buncich said, as was stated in the recent newspaper article, the Conemaugh Township Municipal Authority had voted to look into taking over the Sewer Department from the Township. He said the manager of CTMA would like to meet with the Supervisors to discuss this matter further to see if this would even be feasible. There was a motion by Mr. Zuccolotto, seconded by Mr. Buncich, to meet with the Conemaugh Township Municipal Authority to discuss the feasibility of turning the Sewer Department over to the CTMA. Roll call vote: Mr. Zuccolotto – yes, Mr. Buncich – yes, and Mr. Kauffman – yes.

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Motion carried unanimously.

ADJOURNMENT:

There was a motion by Mr. Kauffman, seconded by Mr. Zuccolotto, to adjourn the meeting at 10:53 a.m.

Submitted by,

Cindy L. Walerysiak, Secretary/Treasurer