

**Donegal Township
Supervisors Monthly Meeting Agenda
Thursday, January 13, 2022
7:00 P. M.**

Donegal Municipal Building -
34 N. Liberty Street
West Alexander, PA 15376

Meeting held at:
West Alexander Fire Department
100 Main St.
West Alexander, PA 15376

Call Meeting to Order

Prayer

Pledge of Allegiance

Announcement of Recording

Announcement that Budget Adoption was held on: December 27, 2021 from 7 pm

Roll Call:

Jim Bauer _____
Randy Polan _____
Edward Shingle_____

_____ Motion to adopt the agenda giving the chair the privilege to adjust.

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

Public Comment:

1. Presentation by Nathan Voyteck- Redevelopment Authority of Washington County
2. Zack Prescott - Emergency Management Director
3. Cam from CAMCO

APPROVAL OF MINUTES:

1. Take action to approve the minutes from the Board of Supervisors Regular Monthly Meeting held on December 2, 2021

_____ Motion to approve the minutes from the Board of Supervisors Regular Monthly Meeting held on December 2, 2021

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

2. Take action to approve the minutes from the Board of Supervisors Budget Adoption held on December 27, 2021.

_____ Motion to approve the minutes from the Board of Supervisors Budget Adoption held on December 27, 2021

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

3. Take action to approve the minutes from the Board of Supervisors Organizational Meeting held on January 3, 2022

_____ Motion to approve the minutes from the Board of Supervisors Organizational Meeting held on January 3, 2022

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

FINANCIAL BUSINESS:

1. Take action to approve the Treasurer's Report dated December 1, 2021 through December 31, 2021

_____ Motion to approve the Treasurer's report dated December 1, 2021 through December 31, 2021

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

2. Take action to pay the Township bills.

_____ Motion to approve the bills as listed on the unpaid bill list dated December 31, 2021

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

DEPARTMENTAL REPORTS

1. Code Enforcement

2. Fire Department

3. Fire Marshal

4. Office & Water -

- 5. Parks & Rec -
- 6. Police Department
- 7. Road Department
- 8. Solicitor -

OLD BUSINESS:

1. Auditors - Elected or Firm
_____ Motion to utilize _____ for the 2021 audit
Seconded by: _____
Roll Call Votes: Bauer _____ Polan _____ Shingle _____

2. Parks and Rec - set meeting dates for 2022 (still no response from Megan Shingle or Heather Eustis)
_____ Motion to authorize the Parks and Rec Committee hold meetings on _____
_____ at _____ at _____
Seconded by: _____
Roll Call Votes: Bauer _____ Polan _____ Shingle _____

Executive Session
_____ Motion to enter into Executive Session
Seconded by: _____
Roll Call Votes: Bauer _____ Polan _____ Shingle _____

Entered executive session at _____
Returned from executive session at _____

NEW BUSINESS:

1. Tax Collector Bond and bank account
_____ Motion to approve Suzanne Dorsey's bond in the amount of \$65,000 (30% over was is collectable) and to also open another bank account and having Mrs. Dorsey added to it.
Seconded by: _____
Roll Call Votes: Bauer _____ Polan _____ Shingle _____

2. Set Supervisors monthly spending limits

_____ Motion to set the monthly spending limits between meetings to \$ _____
per department.

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

3. Bid Salt

_____ Motion to bid for salt through COSTARS (Deadline is March 15, 2022)

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

4. Reimburse former Chairman, Rick Fidler mileage

_____ Motion to approve reimbursement to Rick Fidler for his mileage,

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

5. Bid

_____ Motion to advertise to bid out for anti-skid the Road Crew will be utilizing.
Quantity to be determined with road crew and supervisor.

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

6. Recurring Bills

_____ Motion to approve the Secretary/Treasure to continue paying the recurring
utility, liability, insurance bills that come in monthly, from the General Fund.

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

7. Bulk water station - DEP violations

_____ Motion to approve the written notice required and submit to DEP and have
the Engineer proceed with design and recommendations based on the violations; copies have
been submitted to the Board.

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

8. Review Herb Bolosky & Tunnel Ridge Subdivision

9. Review Jesse Lilley and Carolyn Williams Estate Subdivision

10. Wheeling Water Contract

_____ Motion to approve the solicitor to contact the solicitor for Wheeling Water regarding the outdated contract and to contact PSC of West Virginia for being charged outside publicly advertised tariff.

Seconded by: _____
Roll Call Votes: Bauer _____ Polan _____ Shingle _____

11. Fee Schedule

_____ Motion to adopt by Resolution 2022-1 the updated and corrected fee schedule.

Seconded by: _____
Roll Call Votes: Bauer _____ Polan _____ Shingle _____

12. Robert Rule Book

_____ Motion to purchase the "Roberts Rule" book for meeting conduct to be available at the Township Building.

Seconded by: _____
Roll Call Votes: Bauer _____ Polan _____ Shingle _____

13. Mitcheltree Bros Heavy Haul - Old National Pike

_____ Motion to approve Mitcheltree Bros. heavy hauling permit on Old National Pike. for 3 miles; fees, agreement, bond, insurance, and application have been submitted also to be videoed by the engineer

Seconded by: _____
Roll Call Votes: Bauer _____ Polan _____ Shingle _____

14. Range Resources - Road cuts

_____ Motion to approve Range Resources road cut permits on Wilhelm rd., Grimes Rd., and School House Rd., fees, agreement, bond, insurance, and application have been submitted also to be videoed by the engineer

Seconded by: _____
Roll Call Votes: Bauer _____ Polan _____ Shingle _____

15. Time Clock

_____ Motion to take action to have a time clock installed at the Township Building

Seconded by: _____
Roll Call Votes: Bauer _____ Polan _____ Shingle _____

16. Supervisors Cell phones

_____ Motion to take action to acquire Township cell phones for the Township

Supervisors.

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

17. Change Secretary Work Hours

_____ Motion to take action to change the Secretary work hours on meeting days

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

18. Advertise for Digital Forensic Audit

_____ Motion to take action to solicit bids for a digital forensic audit.

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

19. Audit from CPA firm

_____ Motion to take action to solicit prices for audit from CPA firms.

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

20. Camco

_____ Motion to hire CAMCO to supply township with website support & set up supervisors emails

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

21. RTK officer

_____ Motion to appoint _____ as the Right to Know Officer

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

22. Keys to all Supervisors

_____ Motion to take action to have keys supplied to all supervisors to all township buildings.

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

23. Investigate Building repairs and moving police back to their office.

_____ Motion to take action to investigate repairs of township building and moving police back into their office

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

24. Video surveillance cameras installed at the township maintenance building

_____ Motion to take action to have video surveillance cameras installed at the township maintenance building

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

25. Update Poplar Avenue drainage project

26. 2022 Budget

_____ Motion to reopen the 2022 Budget

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

27. PSATS conferences and trainings

_____ Motion to approve all supervisors to attend PSATS conferences and trainings if desired

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

28. Confidential employees

_____ Motion to make _____ the confidential employee.

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

29. Adjourn

_____ Motion to adjourn.

Seconded by: _____

Roll Call Votes: Bauer _____ Polan _____ Shingle _____

Adjourned at _____