

**MARSHALL TOWNSHIP  
525 Pleasant Hill Road, Suite #100  
Wexford, PA 15090**

**AGENDA  
Organization Meeting  
January 4, 2016  
7:15 P.M.**

1. Call to Order
2. Pledge of Allegiance
3. Swearing in of New Supervisors
4. Appointment of Temporary Chair: Mr. Lucas
5. Appointment of Temporary Secretary: Sheryl Snyder
6. Election of Chairman: (Temporary Chair calls for nominations)
7. Election of Vice Chairman: (Chairman calls for nominations)
8. Set the Date and Place of Monthly Meetings and Advertise:  
Place: Marshall Municipal Building, 525 Pleasant Hill Road, Suite #100, Wexford, PA 15090  
Regular Meetings: 1<sup>st</sup> Monday, 7:00 p.m., with the exception of July (1st Tuesday) and September (1st Tuesday).  
Continued Meetings: 2<sup>nd</sup> Monday, 7:00 p.m.  
Agenda Meetings: Last Monday of the month, 7:00 p.m. with the exception of May (4<sup>th</sup> Monday), October (4th Monday, November (3rd Monday) and December (3rd Monday).
9. Motion to adopt the Rules of Order for the conduct of municipal meetings
10. OFFICE STAFF APPOINTMENTS  
Manager - Neil McFadden, salary as budgeted.  
Township Secretary – Sheryl Snyder, hourly compensation as budgeted, with minimum of \$45 per meeting.  
Treasurer – Jennifer Moeslein, salary as budgeted.  
Assistant Treasurer – Jessica Drozd, salary as budgeted.  
Planning Director – Nicole Zimsky, salary as budgeted.  
Assistant Planning Director – Vacant.  
Receptionist(s) – Debra Meinert (4 days) / Sandra Bauer (1 day), hourly compensation as budgeted.  
Assistant Secretary – Sandra Bauer, no additional compensation.  
Residential Building Inspector – Phillip Macmillan, salary as budgeted, plus expenses.

Commercial Building Inspector – Professional Code Services, Inc., rates per contract.  
Recreation Director – Heather Jerry, salary as budgeted, plus expenses.  
Recreation Assistant – Kimberly Pinkerton, hourly compensation as budgeted.  
Zoning Officer – Nicole Zimsky, no additional compensation.  
Assistant Zoning Officer – Neil McFadden, no additional compensation.  
Property Main. Code Enforcement Officer – Nicole Zimsky, no additional compensation  
Pension Administrator – Neil McFadden, no additional compensation.  
Planning Commission Secretary – Sandra Bauer, hourly compensation as budgeted, minimum \$45 per meeting.  
Zoning Hearing Board Corresponding Secretary – Sandra Bauer, no additional compensation.  
Zoning Hearing Board Recording Secretary – Adelman Reporters.  
Municipal Waste Coordinator/Building Clerk - Michael Schmidt, hourly compensation as budgeted.

Motion to approve the above.

11. ADDITIONAL APPOINTMENTS

Tax Collectors – Keystone Collections Group, Wage Tax, 1.42% Commission and L.S.T., 1.75% Commission. Keystone Collections Group, Delinquent Wage Tax.  
Solicitor – Babst, Calland, Clements, Zomnir - Per meeting rates as per 2016 rate schedule.  
Engineer/Grading Administrator – Art Gazdik, Groundwork Civil, Consulting Engineer, Rates as per Agreement.  
Fire Marshal – Phillip Macmillan, no additional compensation.  
Assistant Fire Marshal – Vacant.  
O.E.M. – Phillip Macmillan, uncompensated.  
Plumbing Inspector – Allegheny County, no compensation.  
Custodian – CleanNet USA, terms per contract.

Motion to approve the above.

12. PUBLIC WORKS APPOINTMENTS

Road Crew - Bruce Dickson: hourly compensation as budgeted  
Joseph Gerlesky: hourly compensation as budgeted  
Barry Jankowski: hourly compensation as budgeted  
William Kinzler: hourly compensation as budgeted  
Chad Spontak: hourly compensation as budgeted  
Eric Lager: hourly compensation as budgeted  
Mark Smelscer: hourly compensation as budgeted  
James Eckert: hourly compensation as budgeted  
Robert Korvich: hourly compensation as budgeted  
Kory Jones: hourly compensation as budgeted  
Brian Bauer: hourly compensation as budgeted

Motion to approve the above.

13. BOARD/COMMITTEE APPOINTMENTS  
Joint Police Board (2) – Mr. Bragunier, Mr. Candek  
Police Pension Committee (1) – Mr. Madigan, Alt. – Mr. Edwards  
Police Board Liaison – Mr. Candek  
North Hills Council of Governments – Mr. Troy (delegate) Mr. Edwards (alternate)  
Board Liaison to M.T.M.S.A. – Mr. Troy  
Board Liaison to Marshall Township Vol. Fire Co. – Mr. Candek (delegate), Mr. Bragunier (alternate)  
Board Liaison to Recreation and Parks Advisory Committee – Mr. Edwards (delegate), Mr. Troy (alternate)  
Northland Library Board – Motion to appoint Linda McFadden
  
14. PLANNING COMMISSION APPOINTMENTS (4 Year Term):  
a. Expired Term of Jeff Davison. Motion to reappoint through 2019.  
b. Expired Term of Ron Baling. Motion to reappoint through 2019.
  
15. ZONING HEARING BOARD APPOINTMENTS (3 Year Term)  
a. Expired Term of Brij Agarwal. Motion to reappoint Brij Agarwal through 2018.
  
16. M.T.M.S.A. BOARD APPOINTMENT (5 Year Term):  
a. Expired Term of Chris Gilson. Motion to reappoint through 2020.
  
17. VACANCY BOARD APPOINTMENT (1 Year Term)  
a. Motion to appoint Sheryl Snyder.
  
18. COMMITTEE APPOINTMENTS  
a. Recreation and Parks Advisory Committee (3 Year Term):  
Expired Term of Ed Roman. Motion to reappoint through 2018.  
Expired Term of Patrick Gormley. Motion to reappoint through 2018.  
Remaining Term of Kevin Saundry. Motion to appoint Dawn Davies through 2017.
  
19. North Allegheny Recreation Board (1) (1 Year Term):  
a. Expired Term of Heather Jerry. Motion to reappoint.
  
20. Allegheny County Association of Township Officials (ACATO) - Motion to appoint Mr. Madigan. Motion to appoint an alternate representative Mr. Edwards.
  
21. MISCELLANEOUS  
Depositories - PLGIT, Citizens, First National Bank, and Wesbanco.  
Advertising Circulation - Tribune Review Neighborhood Section (Thursdays only) if timely; otherwise the Tribune Review (daily)  
Office Hours - 8 a.m. to 4 p.m., Monday - Friday.  
Observed Holidays (7)  
New Years Day, Memorial Day, 4th of July, Labor Day, Thanksgiving & Day After, Christmas Day