

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

AGENDA
Organization Meeting
January 3, 2017
7:00 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Appointment of Temporary Chair: Mr. Lucas
4. Appointment of Temporary Secretary: Sheryl Snyder
5. Election of Chairman: (Temporary Chair calls for nominations)
6. Election of Vice Chairman: (Chairman calls for nominations)
7. 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: 1st Monday, 7:00 p.m., with the exception of April (2nd Monday), July (2nd Monday) and September (2nd Monday).
Continued Meetings: 2nd Monday, 7:00 p.m., with the exception of April, July, September and November
Agenda Meetings: Last Monday of the month, 7:00 p.m. with the exception of May (4th Monday), November (3rd Monday) and December (3rd Monday).
8. Motion to adopt the Rules of Order for the conduct of municipal meetings
9. OFFICE STAFF APPOINTMENTS
Manager - Neil McFadden, salary as budgeted.
Township Secretary – Sheryl Snyder, hourly compensation as budgeted, with minimum of \$45 per meeting.
Finance Director - Lynn Beck, salary as budgeted.
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) and 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.
Facilities Manager - Mark Smelscer, salary as budgeted, plus expenses.
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.

10. 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 2017 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.

11. 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.

12. BOARD/COMMITTEE APPOINTMENTS
Joint Police Board (2) – Mr. Bragunier, Mr. Candek
Police Pension Committee (1) – Mr. Madigan (delegate), Mr. Edwards (alternate)
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 – Linda McFadden
13. PLANNING COMMISSION APPOINTMENTS (4 Year Term):
a. Expired Term of Kim Herbert. Motion to reappoint through 2020.
14. ZONING HEARING BOARD APPOINTMENTS (3 Year Term)
a. Expired Term of Kenneth Lewis. Motion to reappoint through 2019.
15. M.T.M.S.A. BOARD APPOINTMENT (5 Year Term):
a. Expired Term of John Harvey. Motion to reappoint through 2021.
16. VACANCY BOARD APPOINTMENT (1 Year Term)
a. Motion to appoint Sheryl Snyder.
17. COMMITTEE APPOINTMENTS
a. Recreation and Parks Advisory Committee (3 Year Term):
Expired Term of Susan Gottfried. Motion to reappoint through 2019.
New Term of Caroline Schultz. Motion to appoint through 2019.
18. North Allegheny Recreation Board (1) (1 Year Term):
a. Expired Term of Heather Jerry. Motion to reappoint.
19. Allegheny County Association of Township Officials (ACATO) - Motion to reappoint Mr. Madigan. Motion to appoint an alternate representative Mr. Edwards.
20. MISCELLANEOUS
Depositories - PLGIT, First National Bank, and ESB Bank.
Advertising Circulation - Pittsburgh Post Gazette, Local Xtra Section (Fridays only) if timely; otherwise the Pittsburgh Post Gazette (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