MAIDENCREEK TOWNSHIP AUTHORITY

Reorganization Meeting
January 9, 2013

Attending: Robert Shinn, Earl Rothermel, Gary Saggio, Daniel Novakovich, Kim Rossetti- Recording Secretary, Patrick Donovan- MTA Manager, Robert Hobaugh- Stevens & Lee/ MTA Solicitor, Greg Unger- Systems Design Engineering, Inc./ MTA Engineer

Absent: None

Guests: Tom Duffy- Systems Design Engineering, Inc., Cody Rhoads, Diane Hollenbach- Maidencreek Township Manager

On January 7, 2013, the Maidencreek Township Board of Supervisors appointed Daniel Novakovich to the Maidencreek Township Authority Board, his term expiring on December 31, 2017. Mr. Novakovich was sworn in prior to the reorganization meeting (5:50pm).

Robert Shinn called the Reorganization meeting to order at 5:57 PM.

Chairman Pro Tem and Secretary Pro Tem:

Kim Rossetti made a motion to appoint Robert Hobaugh as Chairman Pro Tem, seconded by Earl Rothermel. Hearing no questions, the motion passed unanimously.

Robert Shinn made a motion to appoint Kim Rossetti as Secretary Pro Tem, seconded by Earl Rothermel. Hearing no questions, the motion passed unanimously.

2013 Board Appointments:

Chairman

Earl Rothermel made a motion to nominate Robert Shinn as Chairman of the Maidencreek Township Authority for the year 2013, seconded by Gary Saggio.

After a discussion regarding the nomination process, Mr. Hobaugh called for any other nominations.

Kim Rossetti made a motion to nominate Earl Rothermel as Chairman of the Maidencreek Township Authority for the year 2013, seconded by Daniel Novakovich.

Mr. Hobaugh called for a vote on the nomination of Robert Shinn. Mr. Rothermel, Mr. Saggio, Mr. Shinn and Mr. Novakovich voted 'Aye'. Mrs. Rossetti voted 'Nay'. The motion passed with a vote of 4-1. Mr. Hobaugh noted that as a majority was reached, there was no need to call for a vote on the second nomination.

Vice Chairman

Kim Rossetti made a motion to nominate Earl Rothermel as Vice Chairman of Maidencreek Township Authority for the year 2013, seconded by Gary Saggio. Hearing no questions, the motion passed unanimously.

Secretary/Treasurer

Earl Rothermel made a motion to nominate Kim Rossetti as Secretary/Treasurer of Maidencreek Township Authority for the year 2013, seconded by Robert Shinn. Hearing no questions, the motion passed unanimously.

Assistant Secretary/Treasurer I

Earl Rothermel made a motion to nominate Gary Saggio as Assistant Secretary/Treasurer I of Maidencreek Township Authority for the year 2013, seconded by Robert Shinn. Hearing no questions, the motion passed unanimously.

Assistant Secretary/Treasurer II

Kim Rossetti made a motion to nominate Daniel Novakovich as Assistant Secretary/Treasurer II of Maidencreek Township Authority for the year 2013, seconded by Earl Rothermel. Hearing no questions, the motion passed unanimously.

2013 Appointments:

Solicitor

Gary Saggio made a motion to appoint Stevens & Lee, represented by Robert Hobaugh, as Solicitor for Maidencreek Township Authority, seconded by Earl Rothermel.

Mr. Novakovich inquired about soliciting bids for professional services and whether combining some services with other municipal services would result in a better rate. Mr. Shinn confirmed that the Authority and the Township use some of the same firms. Mr. Novakovich asked Diane Hollenbach about the Township's policy. Mrs. Hollenbach confirmed the Township bids for professional services, on a rotating basis, every three years. Mrs. Rossetti recommended retaining the professional staff on a monthly basis and requested preparing RFP's. Mr. Hobaugh advised the Board that they are free to engage a professional, entertain bids for professional staff, and change professional staff at any time during the year. A lengthy discussion followed.

There was a Call to Question regarding the appointment of Stevens & Lee, represented by Robert Hobaugh. With no further discussion, the motion passed unanimously.

Engineer Sewer & Water

Earl Rothermel made a motion to appoint Systems Design Engineering, Inc., represented by Greg Unger, as Engineer for Maidencreek Township Authority, seconded by Kim Rossetti. Hearing no questions, the motion passed unanimously.

2013 Professional Service Fees

Engineer- Sewer & Water

Kim Rossetti made a motion to approve the proposed 2.5% rate increase presented by Systems Design Engineering, seconded by Gary Saggio. Hearing no questions, the motion passed unanimously.

Solicitor

Gary Saggio made a motion to approve the proposed 2% rate increase presented by Stevens and Lee, seconded by Earl Rothermel. Having no further discussion, board voted on the motion. Mr. Rothermel, Mr. Saggio and Mr. Shinn voted 'Aye'. Mrs. Rossetti and Mr. Novakovich voted 'Nay'. The motion passed with a vote of 3-2.

Pension Plan Administrator

At the September 12, 2012 meeting, the Board appointed Earl Rothermel as Maidencreek Township Authority Pension Plan Administrator. His term runs from October 1, 2012 to September 30, 2013.

Auditor

The Board previously retained the firm of Kosmerl & Company as the Maidencreek Township Authority auditor for the Fiscal Year ending September 30, 2013. A letter of engagement was signed on March 14, 2012.

Recording Secretary

Earl Rothermel made a motion to appoint Kim Rossetti as the Recording Secretary for Maidencreek Township Authority, seconded by Daniel Novakovich. Hearing no questions, the motion passed unanimously.

Depositories for Authority Funds

Earl Rothermel made a motion to retain Vist Bank as the depository for Authority funds, seconded by Daniel Novakovich. Hearing no questions, the motion passed unanimously.

2013 Committee Assignments

Personnel

Daniel Novakovich made a motion to assign Robert Shinn, Earl Rothermel, and Kim Rossetti to the Personnel Committee, seconded by Earl Rothermel. Hearing no questions, the motion passed unanimously.

Administration

Gary Saggio made a motion to assign Earl Rothermel and Daniel Novakovich to the Administration Committee, seconded by Kim Rossetti. Hearing no questions, the motion passed unanimously.

Operations

Earl Rothermel made a motion to assign Gary Saggio and Daniel Novakovich to the Operations Committee, seconded by Kim Rossetti. Hearing no questions, the motion passed unanimously.

2013 Meeting Dates:

Earl Rothermel made a motion to schedule the 2013 meeting dates for the second Wednesday of each month, with meetings starting at 6:30pm, seconded by Robert Shinn. Hearing no questions, the motion passed unanimously.

The dates are as follows: February 13, March 13, April 10, May 8, June 12, July 10, August 14, September 11, October 9, November 13 and December 11, 2013. The Office Administrator will be directed to advertise the 2013 meeting dates and new start time.

Authority Officers Compensation

Daniel Novakovich made a motion to retain the Authority Board monthly compensation at the current rate of $150.00, seconded by Earl Rothermel. Hearing no questions, the motion passed unanimously.

Having no further business, Earl Rothermel made a motion to adjourn the Reorganization Meeting, seconded by Kim Rossetti. All voted in favor. The motion passed unanimously.

The Reorganization Meeting adjourned at 6:51 PM.

Respectfully Submitted,

Kimberly Rossetti
Recording Secretary