

Supervisor James S. Bock was sworn in at 9:30 a.m. by The Honorable Denise M. Stuck-Lewis.

The annual organization meeting of the Millcreek Township Board of Supervisors was called to order at 9:34 a.m. by Vice Chairman John Morgan in the Assembly Room of the Millcreek Township Municipal Building. Present were Mark Zaksheske, John Groh, John Morgan, James Bock, Mark Shaw, Esq., Richard Morris, P.E., Sheryl Williams and Student Ambassador Aaron Boyd.

Following the Pledge to the Flag, Mr. Groh called for public comment on agenda items other than development or rezoning applications. There were no comments.

It was moved by Mr. Bock and seconded by Mr. Groh that John Morgan be appointed Chairman of the Board of Supervisors for 2018. Motion carried by unanimous roll call vote.

It was moved by Mr. Bock and seconded by Mr. Morgan to appoint John Groh Vice Chairman of the Board of Supervisors for 2018. Motion carried by unanimous roll call vote.

It was moved by Mr. Morgan and seconded by Mr. Bock to appoint Sheryl Williams as Township Secretary for 2018. Motion carried by unanimous roll call vote. Mr. Morgan noted that this is a promotion, and on recommendation of Human Resource Manager Diane Lyons, thereby moved to authorize a 2% increase in Ms. Williams' 2018 wages. The motion was seconded by Mr. Groh and carried by unanimous roll call vote.

It was moved by Mr. Groh and seconded by Mr. Bock to appoint Mark Zaksheske as Township Treasurer for 2018. Motion carried by unanimous roll call vote.

It was moved by Mr. Groh and seconded by Mr. Bock to appoint Richard Morris, P.E. as Township Engineer for 2018. Motion carried by unanimous roll call vote.

It was moved by Mr. Groh and seconded by Mr. Bock to appoint the firm of McDonald Illig Jones and Britton LLP as Township Solicitor for 2018, with Mark Shaw, Esq. as Principal Contact. Motion carried by unanimous roll call vote.

It was moved by Mr. Bock and seconded by Mr. Morgan that John H. Groh be appointed to the employee position of Municipal Administrator, with oversight of the Department of Public Works and the Department of Public Services; and the Board's liaison to the Fire and Emergency Services Commission, Recycling Advisory and Education Committee, and the Millcreek Township Sewer Authority. Motion carried by unanimous roll call vote.

It was moved by Mr. Groh and seconded by Mr. Bock that John E. Morgan be appointed to the employee position of Municipal Administrator, with oversight of the Department of Administration and Department of Planning and Development; and the Board's liaison to the Planning Commission and Zoning Hearing Board, and Chairman of the Safety Committee. Motion carried by unanimous roll call vote.

It was moved by Mr. Groh and seconded by Mr. Morgan that James S. Bock be appointed to the employee position of Municipal Administrator, with oversight of the Millcreek Police Department and Department of Emergency Management and Code Enforcement; and the Board's liaison to the Parks and Recreation Commission and Millcreek Neighborhood Watch. Motion carried by unanimous roll call vote.

It was moved by Mr. Groh and seconded by Mr. Morgan that James Bock be appointed the Township's Delegate to the 2018 PSATS conference. Motion carried by unanimous roll call vote.

It was moved by Mr. Morgan and seconded by Mr. Bock that John Groh be appointed the Township's Alternate Delegate to the 2018 PSATS conference. Motion carried by unanimous roll call vote.

It was moved by Mr. Groh and seconded by Mr. Morgan that James Bock be appointed the Township's representative on the Executive Committee of ECATO for 2018. Motion carried by unanimous roll call vote.

It was moved by Mr. Bock and seconded by Mr. Morgan that John Groh be appointed the Township's Representative to the Erie Area Council of Governments (ECATO) for 2018, and that Gary Snyder and Sean Kern be appointed Alternate Representatives for 2018. Motion carried by unanimous roll call vote.

It was moved by Mr. Groh and seconded by Mr. Bock, that Matthew Waldinger be appointed Representative to Erie Area Coastal Zone Advisory Committee for 2018, and Anne Sokol be appointed Alternate Representative. Motion carried by unanimous roll call vote.

It was moved by Mr. Groh and seconded by Mr. Bock that John Morgan be appointed Voting Representative #1 to the Erie Metropolitan (Erie MPO) Planning Organization Coordinating Committee for 2018, and Anne Sokol be appointed Alternate Representative. Motion carried by unanimous roll call vote.

It was moved by Mr. Groh and seconded by Mr. Bock that Township Engineer Richard Morris be appointed Voting Representative #2 to the Erie Metropolitan (Erie MPO) Planning Organization Coordinating Committee for 2018, and Matthew Waldinger be appointed Alternate Representative. Motion carried by unanimous roll call vote.

It was moved by Mr. Groh and seconded by Mr. Bock that Township Engineer Richard Morris be appointed Voting Representative to the Erie Metropolitan (Erie MPO) Planning Organization Technical Advisory Committee for 2018, and John Morgan be appointed Alternate Representative. Motion carried by unanimous roll call vote.

It was moved by Mr. Bock and seconded by Mr. Morgan to nominate John Groh for ECATO Representative to the Erie County Planning Commission. Motion carried by unanimous roll call vote.

It was moved by Mr. Groh and seconded by Mr. Bock to adopt Resolution 2018-R-1; a Resolution providing that the Municipal Administrators of Public Works, of Township Operations and of Public Safety, are appointed as the Board's liaisons to their respective departments and agencies, these responsibilities to include day-to-day communications with department heads and the public; and that the Municipal Administrators shall report to the Board of Supervisors, which retains full authority for decisions; and that appointments of the Municipal Administrators do not modify responsibilities previously assigned to department heads. Motion carried by unanimous roll call vote.

It was moved by Mr. Groh and seconded by Mr. Bock that the bond for the Treasurer be established and maintained at \$1,000,000.00 for 2018. Motion carried by unanimous roll call vote.

On motion by Mr. Groh, seconded by Mr. Bock, the following fund depositories for 2018 were approved by unanimous roll call vote:

PNC Bank

Millcreek Township Merchant Processing Account 60-0471-9546: Non-interest bearing account

Millcreek Township Police Pension Plan, Millcreek Township Employees Pension Plan: Investments only

Millcreek Township Supervisors Performance and Surety Bond Account 61-0163-4907: Interest bearing checking account

Millcreek Township Supervisors Sinking Fund for Pennvest Loan 60-0227-7721: Interest bearing money market account

Millcreek Township Supervisors Dental Account 60-0540-6285: Non-interest bearing checking account

First National Bank of PA

Millcreek Township Sewer Revenue Account 95021410: Interest bearing SWEEP checking account

Millcreek Township Income Tax Escrow Account 97001752: Interest bearing money market account

Millcreek Township Supervisors TCI Account 97013733: Interest bearing money market account

Millcreek Township Supervisors Water Authority Sales Proceeds Account 97013719: Interest bearing money market account

Millcreek Township Supervisors Water Authority Operating Account 95243407: Interest bearing money market account

Millcreek Township Supervisors Water Authority Sales Proceeds Investment Account 63-0080-01-8: Investments only

Citizens Bank

Millcreek Township Supervisors Escheat Escrow Fund Account 610003-167-5: Non-interest bearing checking account

Millcreek Art Show Fund Account 610003-169-1: Non-interest bearing checking account

Northwest Savings Bank

Millcreek Township Sewer Revenue Account 1256017409: Interest bearing checking account

Neuberger Berman Private Equity Fund

Millcreek Township Police Pension Plan, Millcreek Township Employees Pension Plan:
Investments only

Vanquard International Growth Fund

Millcreek Township Police Pension Plan, Millcreek Township Employees Pension Plan:
Investments only

DFA International Core Fund

Millcreek Township Police Pension Plan, Millcreek Township Employees Pension Plan:
Investments only

Multi-Employer Property Trust

Millcreek Township Police Pension Plan, Millcreek Township Employees Pension Plan:
Investments only

Erie Bank

General Fund Account 2590032: Interest bearing checking account

Payroll Fund Account 2490040: Interest bearing checking account

Millcreek Township Supervisors Savings Account 0004142469: Interest bearing
savings account

Millcreek Township Supervisors Savings Account 0004153102: Interest bearing
savings account

Millcreek Township Supervisors Pennvest Loan Account 0004145256: Interest
bearing savings account

Millcreek Township Supervisors Pennsylvania State Fund Account 0004203816:
Interest bearing savings account

Millcreek Township Supervisors Kearsarge Fire Department Sinking Fund Account
2595759: Non-interest bearing checking account

Millcreek Township Supervisors LECOM Real Estate Tax Protest Account 4396073:
Interest bearing savings account

Millcreek Township Supervisors Wegmans Real Estate Tax Protest Account 4396057:
Interest bearing savings account

On motion by Mr. Groh, seconded by Mr. Bock, the following fund depositories for 2018 were approved by unanimous roll call vote:

Workers Compensation

Brickstreet Insurance
Policy Number WCN6001198

Property

McGowan Governmental Underwriters
Policy Number 4636295

General Liability

McGowan Governmental Underwriters
Policy Number 4636295

Automobile

McGowan Governmental Underwriters
Policy Number 4636295

It was moved by Mr. Groh and seconded by Mr. Bock that the Township Secretary provide the Board of Auditors written notice of the appointments of Municipal Administrators and their respective employee responsibilities, and also confirm this Board's establishment of bond for the Treasurer in the amount fixed for 2018. Motion carried by unanimous vote.

Appointment of Members of Boards, Commissions, Committees, and Authorities:

Planning Commission – (Four Year Term)

It was moved by Mr. Morgan and seconded by Mr. Groh to reappoint Peter Kubeja to the Planning Commission for a four-year term to expire January 15, 2022. Motion carried by unanimous roll call vote.

Recycling Education and Advisory Committee (One Year Term)

On recommendation of Recycling Coordinator Jessica James Stutzman, it was moved by Mr. Groh and seconded by Mr. Bock to appoint Janine Fennell and reappoint Steven G. Cornelius, Carl Cronmiller, Kenneth C. Fromknecht, Charles Glover, Grace A. Horton, and Roy Walkama to the Recycling Education and Advisory Committee for a one-year term, expiring January 15, 2019. Motion carried by unanimous vote.

Zoning Hearing Board (Three Year Term)

It was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to reappoint Regina Smith to the Zoning Hearing Board for a three-year term, expiring January 15, 2021.

It was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to appoint Bob Tanner as Alternate to the Zoning Hearing Board for a one-year term, expiring January 15, 2019.

ECATO UCC Appeal Board

It was moved by Mr. Morgan and seconded by Mr. Groh to authorize the use of the ECATO UCC Appeal Board for 2018. Motion carried by unanimous vote.

Vacancy Board (One Year Term)

It was moved by Mr. Groh and seconded by Mr. Bock to reappoint Rev. John Detisch to the Vacancy Board for a one-year term, expiring January 15, 2019. Motion carried by unanimous vote.

On motion by Mr. Groh, seconded by Mr. Bock, the following regular meeting schedules for the Board of Supervisors and Township commissions were approved for 2018 by unanimous roll call vote:

The regular Board of Supervisor meetings will be held on the following Tuesdays at 9:30 a.m.: January 9, February 13, March 13, April 10, May 8, June 12, July 10, August 14, September 11, October 9, November 13, December 4; Meetings will be held at 7:00 p.m. on the following Tuesdays: January 23, February 27, March 27, April 17, May 22, June 26, July 24, August 28, September 25, October 23, November 27, December 18.

The Millcreek Township Zoning Hearing Board will meet the last Wednesday of each month at 7:00 p.m., with no meeting in November but a meeting on December 5; the Millcreek Township Planning Commission will meet the first Tuesday of each month at 7:00 p.m., except January and November, when they will meet on the second Tuesday of the month; the Millcreek Township Recreation and Parks Commission will meet on the first Wednesdays of February, March, May, August, October and December at 7:00 p.m.; the Millcreek Township Recycling Education and Advisory Committee will meet on the following Thursdays: May 3 and October 4 at 5:00 p.m.; the Fire and Emergency Medical Services (EMS) Commission will meet on the third Thursday of the month at 7:00 p.m.; the Pension Committee will meet quarterly at 9:00 a.m. on Thursdays: February 15, May 17, August 16 and November 15. All meetings are held in the Assembly Room at the Millcreek Township Municipal Building, 3608 West 26th Street, Erie, Pennsylvania 16506-2037.

It was moved by Mr. Groh and seconded by Mr. Bock to adopt Resolution 2018-R-2; a Resolution authorizing the Municipal Administrators, Millcreek Township Volunteer Firefighters, the Secretary, and employees as authorized by the Township Supervisors, of the Township of Millcreek, to attend such meetings and events during 2018 that pertain to the fulfillment of their duties as Township officials and employees. Motion carried by unanimous roll call vote.

Mr. Groh and Mr. Morgan welcomed Mr. Bock to the Board of Supervisors and congratulated Ms. Williams on her promotion to Township Secretary.

There being no further business to come before the Board, it was moved by Mr. Groh and seconded by Mr. Bock to adjourn the meeting at 9:49 a.m.

Sheryl A. Williams
Township Secretary

APPROVED: January 23, 2018

John H. Groh _____

John E. Morgan _____

James S. Bock _____