

ATHENS TOWNSHIP SUPERVISORS  
January 6, 2014 7:00 PM  
Reorganization Meeting

The meeting was called to order at 7:04 PM. Supervisors present were Ronald Reagan, Maurice Fay, Susan Seck, Christine Vough and Cheryl Wood-Walter. Secretary Robin Smith and Solicitor John Thompson were also in attendance.

On motion of Ron, 2<sup>nd</sup> by Cheryl, it was unanimous to appoint Robin as Secretary pro tem.

On motion of Ron, second by Christine, it was unanimous to elect Maurice as Chairman.

On motion of Ron, second by Maurice, it was unanimous to elect Cheryl as Vice Chairman.

On motion of Cheryl, second by Ron, it was unanimous to reappoint Robin Smith as Secretary of the Board for 2014.

On motion of Ron, second by Christine, it was unanimous to reappoint Ruth Casterline as Treasurer of the Board for 2014.

On motion of Ron, second by Christine, it was unanimous to table the appointment of the Road Foreman until our regular January meeting.

On motion of Cheryl, second by Christine, it was unanimous to hire Thompson Law Office to represent the Township for 2014 at a rate of \$95 per hour.

On motion of Ron, second by Cheryl, it was unanimous to approve the following paid holidays: January 1, President's Day, Good Friday, Memorial Day, 4<sup>th</sup> of July, Labor Day, Thanksgiving, Veterans Day (Nov. 11<sup>th</sup>), Christmas & 1 floating holiday for full-time Non-Uniform employees granted immediately according to date of hire. Bargaining Unit holidays as per respective contracts.

On motion of Ron, second by Maurice, it was unanimous to approve paid sick days per year for full-time Non-Uniform employees (present schedule 15 days per year after 1 year of service with the ability to carry over 5 unused days accumulation not to exceed 30 days). A doctor excuse is required after 3 consecutive days. May use up to 10 days/year as FamilySick Leave if family member requires hospitalization or care afterwards. Bargaining Unit sick days as per respective contracts.

On motion of Ron, second by Maurice, it was unanimous to approve vacation time for full-time Non-Uniform employees: After one year employment - 10 days. After 5 years employment - 15 days. After six years employment, one vacation day per year of service shall be received up to a maximum of 25 days. No more than 4 weeks can be carried over. Bargaining Unit vacation as per respective contracts.

On motion of Christine, second by Ron, it was unanimous to approve time off with pay for bereavement leave for Non-Uniform employees: for the death of husband, wife, children or stepchildren - 5 working days; mother, father, sister or brother - 5 working days; mother-in-law or father-in-law - 5 working days; aunt, uncle, grandparents, grandchild, niece, nephew, brother-in-law, sister-in-law - 3 working days. This leave time is for employee or spouse family member. Granted immediately after employment. Bargaining Unit bereavement leave as per respective contracts.

On motion of Christine, second by Cheryl, it was unanimous to approve to continue to provide dental and vision coverage for each full-time Non-Uniform employee including the family plan, if applicable, as well as individual and family hospitalization benefits under NYS Teamsters Health and Hospital Fund; to provide short term and long term disability, AD&D and \$75,000 life insurance for police officers through Harleysville; provide short term disability (long term disability and AD&D insurance for some) and life insurance of \$30,000.00 for full-time Non-Uniform employees Bargaining Unit employee insurance as per respective contracts.

On motion of Ron, second by Cheryl, it was unanimous to approve 4 personal days for full-time Non-Uniform employees. Granted immediately and prorated according to date of hire. Bargaining Unit employee personal days as per respective contracts.

On motion of Christine, second by Cheryl, it was unanimous to approve and provide the Township Non-Uniform Pension Plan and contribute \$93,598 to it and provide a Police Pension Plan and contribute \$139,253 to it for 2014. The employee will be enrolled immediately upon hiring.

On motion of Cheryl, second by Ron, it was unanimous to approve that any supervisor in office during 2014 shall be authorized to perform any duties pertaining to Township affairs, whether administrative, road work, etc.

On motion of Cheryl, second by Ron, it was unanimous to give authority to Chairman of the Board to purchase supplies and small items of equipment without formal approval of the Board; give authority to the Vice Chairman if the Chairman is unavailable; and give authority to the other three supervisors to act in the same capacity in the event of emergency when the Chairman or Vice Chairman are not available.

On motion of Maurice, second by Cheryl, it was unanimous to appoint Richard Bean as a member of the Vacancy Board for 2014.

On motion of Ron, second by Cheryl, it was unanimous to adopt RESOLUTION 2014-01 designating C & N Bank and M & T Bank as our depositories for 2014. No one had a chance to talk to Ruth about the "Positive Pay" program or direct deposit so it was tabled until Jan. 29<sup>th</sup>.

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On motion of Maurice, second by Ron, it was unanimous to adopt RESOLUTION 2014-02 appointing Cheryl Wood-Walter and Susan Seck as Athens Township's two representatives to the Bradford County Sanitation Committee Appeals Board for 2014.

On motion of Maurice, second by Ron, it was unanimous to adopt RESOLUTION 2014-03, reappointing Ruth Casterline as primary voting delegate and Robin Smith as first alternate voting delegate to the Bradford County Tax Collection Committee for 2014.

On motion of Maurice, second by Christine, it was unanimous to adopt RESOLUTION 2014-04 acknowledging 2 contributions of \$30,000 each to the Athens Township Volunteer Fire Company from the Act 13 funds for truck payments, and correcting the payment of the annual donation of \$93,100 to show \$5,647 from General Fund and \$87,453 from Act 13 funds.

Ruth had submitted a list of 5 items that need to be taken care of. We have already done Item #1 (Res. 2014-04), Item #2 (Res. 2014-01) and Item #3 (Res. 2014-03).

On motion of Ron, second by Maurice, it was unanimous to require one signature on all checks, but two signatures on the Liquid Fuels checks (also Item #3).

On motion of Ron, second by Christine, it was unanimous to ratify the payment of the bills since 12/18/2013 (Item #4).

On motion of Ron, second by Christine, it was unanimous to allow the Treasurer to pay bills during the month that become due or will be discounted before our meeting at the end of the month (Item #5 – also on agenda).

On motion of Ron, second by Cheryl, it was unanimous to get a quote from Kai Pan for a computer and printer for the Public Works Department.

On motion of Ron, second by Cheryl, it was unanimous to pay the \$30 for the "2014 Land Use Law Update" through PSATS.

Robin listed a reminder that the deadline for the discounted convention registration is January 23<sup>rd</sup>, so please have all your paperwork to her by then so she can register you.

Voice of the Residents – none

Chairman Fay took the Board into executive session for pending litigation at 7:45 PM. The regular meeting reconvened at 8:48 PM.

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On motion of Ron, second by Christine, it was unanimous to withhold the cost of the failed subbase material (\$206,444.56) from the next payment to Gutelius Excavating until this issue is resolved.

Ron said he would like to have a joint board meeting with the Supervisors, Planning Commission, Athens Township Authority and Tony Ventello. The Board is in favor of this. Ron will get with Tony Ventello to see when he will be available and we will set a date after that.

Chairman Fay made the following committee assignments:

Christine:	Roads, Sewer, Safety, Insurance, Labor Relations
Maurice:	Fire, Police, Recycling, Labor Relations
Susan:	Parks, Junkyards, Planning, Labor Relations
Cheryl:	Finance, Insurance, Right-To-Know, Junkyards, Labor Relations
Ron:	Office, Buildings/Grounds, Planning, Zoning, Labor Relations

There being no further business, on motion of Cheryl, second by Ron, it was unanimous to adjourn the meeting at 8:55 PM.

Respectfully submitted,

Robin L. Smith  
Secretary