

**TOWNSHIP COMMISSIONERS MEETING MINUTES
DECEMBER 21, 2022
6:00 PM**

ANNOUNCEMENTS.

- 1) **The meeting this evening is a regularly scheduled Public Meeting and is accessible in person subject to the occupancy limits of the Township facility.**
- 2) **The Board of Commissioners held a Workshop Session on Wednesday, December 7th, 2022.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL:

Commissioners and Other Officials

Mrs. DeBona, President
Mrs. Mylan, Vice President
Mr. Angus, Commissioner
Mr. Molchen, Commissioner
Ms. Barlamas, Commissioner
Ms. Shannon Steele, Solicitor
Mr. Villella, Manager
Mrs. Winne, Tax Collector/Treasurer
Mr. Nordquist, Township Engineer

Public Comment.

Manager Note: This Comment period is limited to Agenda Items only. All individual comments and dialogue are limited to 5 minutes.

- I) **Approval of the NOVEMBER 16, 2022, Meeting Minutes.**
Voice Vote
Motion _____ Second _____

- II. **Approval of the following reports: The Township Manager is recommending the acceptance of the following Department Reports for the month of November 2022.**
 1. **Code Enforcement Department Report-**
 2. **Road Department Report**
 3. **Police Department Report**

4. Sewage Department Report.
5. Tax Collector/Treasurer's Report as submitted for NOVEMBER 2022.

Voice Vote

Motion_____ Second_____

III. Approval of the Accounts Payable for the month of DECEMBER 2022

A.) It is the recommendation of the Finance Committee to approve the DECEMBER 2022 Accounts Payable in the total amount of \$205,612.73

General Fund	\$ 82,630.85
2018 GO Bond Principal and Interest U.S. Bank	N/A
Health Insurance	\$ 29,328.74
Developers Escrow Fund	\$ N/A
Liquid Fuels	\$ 4776.26
Sewer Fund	\$ 88,454.25
Police Pension Fund	\$ 422.63
2018 Capital Program Fund	\$ 0.00
TOTAL	\$ 205,612.73

Roll Call Vote.

Motion_____ Second_____

Molchen _____ Mylan _____ Angus _____ Barlamas _____ DeBona _____

IV. Consent Agenda

The matters included under the consent agenda are self-explanatory and are not expected to require further review or discussion. Items will be enacted by one motion. If discussion is desired by any member of the Board of Commissioners, that item must be removed from the consent agenda and considered separately.

- 1) Appointing Paula Winne as the Interim Delinquent Tax Collector until such time as the taxes for the prior year are turned over to the Beaver County Tax Claim Bureau
- 2) Authorizing the Township Manager to advertise the Board of Commissioners Regular and Workshop Meeting dates for the 2023 year.

Motion_____ Second_____

Voice Vote

V. NEW BUSINESS

Finance Committee

- 1) A Motion to adopt the 2023 Budgets, to include the General Fund, Liquid Fuels Fund, and the Sewer Fund Budgets in the following amounts:

GENERAL FUND	\$ 2,612,326.00.
LIQUID FUELS FUND	\$ 119,029.00
SEWER FUND	\$ 1,001,672.00
TOTAL	\$ 3,733,027.00

- 2) A Motion to adopt the 2023 Budget Adoption Ordinance No. 444 of 2022, establishing the rate of real estate tax for the 2023 year to be equal to 25 mills for general revenue purposes and 5 mills for debt purposes. All other taxes and fees imposed pursuant to the Local Tax Enabling Act and other applicable codes by Ordinance and Resolution will remain in full force and effect.

Roll Call Vote

Motion _____ Second _____
Molchen _____ Mylan _____ Angus _____ Barlamas _____ DeBona _____

- 3) A Motion to authorize the transfer of \$75,857.00 from the Capital Improvement Fund to the General Fund for the purposes of satisfying the initial invoice for the Playground Equipment Grant. All reimbursements received from the Commonwealth for this initial invoice shall be deposited into the Capital Improvement Fund Money Market up to the amount of the Grant or \$100,000.00.

Roll Call Vote

Motion _____ Second _____
Molchen _____ Mylan _____ Angus _____ Barlamas _____ DeBona _____

Personnel

- 1) A Motion to ratify the appointment of Lorie Thompson as Executive Assistant to the Manager at a rate of compensation equal to \$20.00 per hour and subject to a probationary period of six (6) months. This is an at will position.

Roll Call Vote

Motion _____ Second _____
Mylan _____ Angus _____ Barlamas _____ Molchen _____ DeBona _____

- 2) A Motion authorizing an increase to the compensation of Robert Villella, Municipal Manager for the 2022 and 2023 years in the amount of Four percent (4%) calculated from the period beginning July 1st 2022 and ending December 31st, 2023.

Roll Call Vote

Motion _____ Second _____
Angus _____ Barlamas _____ Molchen _____ Mylan _____ DeBona _____

- 4) **Consistent with past practice, a Motion authorizing paid Holiday time off for all workdays for the Township Manager, Executive Assistant and Part Time Cleaner for the period of Monday, December 26th through Friday, December 30th, 2022.**

Roll Call Vote

Motion _____ Second _____

Barlomas _____ Molchen _____ Mylan _____ Angus _____ DeBona _____

Public Works

- 1) **A Motion authorizing the Township Manager to submit Grant Applications on behalf of the Harmony Township Commissioners and the Township Municipal Authority for the Small Water and Sewer Program through DCED and the Commonwealth Finance Agency.**
- 2) **A Motion authorizing the adoption of Resolution No. 2022-1-12-21-22, Application I D. #9519793 approving the submission of a Grant application to the PA Small Water and Sewer Program in the amount of \$ 479,349 from the Commonwealth Finance Authority to be used to replace, upgrade, and extend storm sewers in five (5) designated project area of the Township to alleviate and eliminate storm water flooding that occurs during heavy rainfall events and designating the President of the Board of Commissioners and the Township Manager as the officials to execute all documents and agreements on the Township's behalf.**

Roll Call Vote

Motion _____ Second _____

Molchen _____ Mylan _____ Angus _____ Barlomas _____ DeBona _____

Managers Note: The amount of \$479,349 is the total grant amount. The Township is responsible for the amount of \$51,586 a 15% local Match. Net Grant amount from CFA is \$427,763.

Public Safety

- 1) **A motion authorizing an Agreement with the Beaver County Humane Society for the 2023 calendar year in the amount of \$4,950.00.**

Roll Call Vote

Motion _____ Second _____

Barlomas _____ Molchen _____ Mylan _____ Angus _____ DeBona _____

- 2) **A Motion adopting the following Harmony Township Police Public Safety policies:**
- a) **General Firearms and Less Lethal Regulations. The purpose of the policy is to provide officer with guidelines associated with the use, safety, maintenance, and qualification requirements related to firearms authorized by the Department.**
- b) **Conducted Energy Weapons: "TASER". The purpose of this policy is to establish guidelines for the use of conducted energy weapons by officers of the Harmony Township Police Department. The Harmony Township Police Department exclusively utilizes AXON TASERS Units.**

VI. Reports

A. Township Manager's Report. The Manager has submitted updates to the Board of Commissioners on a regular basis from the last meeting.

B. Consulting Engineer's Report. An Engineers Report for the month of November/ December 2022 has been submitted.

C. Solicitor's Report. The Solicitor has entered her invoice for services and setting forth the work performed for the month of November/ December 2022.

VII. Elected Officials' Report

VIII. Public Comment. The Public is invited to comment on any item of interest.

Manager Note: All individual comments and dialogue are limited to 5 minutes.

IX. ANNOUNCEMENTS.

Township Offices will be closed the 23rd of December for the Holiday.

A Workshop Session of the Board of Commissioners will take place on Wednesday, January 04, 2023 at 6:00Pm

The next regularly scheduled meeting of the Harmony Township Commissioners will be January 18th, 2023, at 6:00Pm

On Behalf of the Board of Commissioners . . . Happy and Safe Holidays!

X. ADJOURNMENT

Voice Vote.

Motion _____ **Second** _____ **Time of Adjournment:** _____