

**WOODWARD TOWNSHIP
BOARD of SUPERVISORS
REGULAR MEETING**

January 2, 2024 – Minutes

The Reorganizational and Regular Monthly Meeting of the Woodward Township Board of Supervisors was held on Tuesday, January 2, at the Township Building. Chairman Jeff Stroehmann called the meeting to order at 6:00 p.m. Others present were Joseph Bertin, III, Wayne Robinson, Charles Blanchard, Bob Brown, Craig A. Musser, Rob & Kelle Robinson, Joe Chenault, and Pamela Musser.

Recording the Meeting: No one is recording the meeting.

On a motion by Mr. Bertin, III, seconded by Mr. Robinson, Jeffrey Stroehmann was appointed as Chairman.

On a motion by Mr. Stroehmann, seconded by Mr. Robinson, Joseph Bertin, III was appointed as Vice Chairman.

On a motion by Mr. Bertin, III seconded by Mr. Robinson and unanimously approved, Pamela Musser was appointed as Secretary/Treasurer with a Treasurers bond of 1.2 million.

On a motion by Mr. Bertin, III, seconded by Mr. Robinson and unanimously approved the position of Zoning Officer will be advertised. Will contact Mr. Knarr to get the keys to the building back.

On a motion by Mr. Bertin, III, seconded by Mr. Stroehmann, Wayne Robinson was appointed as Road Superintendent.

On a motion by Mr. Robinson, seconded by Mr. Bertin, III and unanimously approved James Carpenter was appointed as Chair of the Vacancy Board. It was stated that all appointed positions will received a letter to verify address and accept the position.

On a motion by Mr. Robinson, seconded by Mr. Bertin, III and unanimously approved Ralph Hoyt was appointed for a four year term of the Planning Commission.

On a motion by Mr. Bertin, III, seconded by Mr. Robinson and unanimously approved William Michaels was appointed to the Zoning Hearing Board for a four-year term.

On a motion by Mr. Bertin, III, seconded by Mr. Robinson and unanimously approved Drier Law Firm was appointed as Solicitor.

On a motion by Mr. Robinson, seconded by Mr. Bertin, III and unanimously approved Bassett Engineering, Inc was appointed as the Engineer with their current year fee schedule.

On a motion by Mr. Robinson, seconded by Mr. Stroehmann the Worker's Compensation Insurance for the Volunteer Fire Company (with Anthony Township being billed for their portion) which includes in the line of duty, during all trainings sessions, and all fundraisers, that do not include any alcoholic beverages was approved. Mr. Bertin, III abstained from voting.

On a motion by Mr. Bertin, III, seconded by Mr. Robinson and unanimously approved for the Road Superintendent to spend up to \$1,000 for emergency finances without Board approval.

On a motion by Mr. Robinson, seconded by Mr. Bertin, III the reimbursement rate for mileage is set at 67 cents/mile this rate was approved. On a motion by Mr. Robinson, seconded by Mr. Bertin, III to approve all Supervisors as designated and alternates for outside meetings (Lyco Co Planning Commission and Tax Collection Committee, etc.).

On a motion by Mr. Bertin, III, seconded by Mr. Robinson and unanimously approved, Jersey Shore State Bank will be the depositories of all moneys.

On a motion by Mr. Robinson, seconded by Mr. Bertin, III and unanimously approved the Treasurer has approval to pay any and all bills between meetings to avoid penalties and take advantage of discounts.

On a motion by Mr. Robinson, seconded by Mr. Bertin, III and unanimously approved for all Supervisors to be Road Masters.

On a motion by Mr. Bertin, III seconded by Mr. Robinson a 3% wage increase on all employees. Mr. Stroehmann voted no. Mr. Stroehmann stated that he has nothing against giving the employees raises but there is no incentive, it is just like an entitlement. He believes it should be on a performance evaluation.

On a motion by Mr. Bertin, III, seconded by Mr. Robinson and unanimously approved the Solicitor's fees were approved.

On a motion by Mr. Stroehmann, seconded by Mr. Bertin, III and unanimously approved, to accept with regret, Jami Nolan resignation as SEO.

On a motion by Mr. Bertin, III and seconded by Mr. Robinson and unanimously approved to appoint Terry Meyers as SEO for the Township and a motion by Mr. Robinson, seconded by Mr. Bertin, III and unanimously approved to approve the SEO fees.

Minutes & Treasurer's Report: The minutes of December 14th meeting were presented and approved on a motion by Mr. Stroehmann and seconded by Mr. Bertin, III and unanimously approved with the corrections regarding Mr. Stroehmann stating a second request for information from the Zoning Officer. The Zoning Officer then resigned and stated his keys would be on the desk tomorrow. The Treasurer's Report was approved on a motion by Mr. Robinson, seconded by Mr. Bertin, III and unanimously approved.

Planning Commission Report: none.

Zoning Report: none

Solicitor Report: Solicitor Drier submitted a report in his absence. Gough Enterprise v. Woodward Township Supervisors, certification of the Record was filed. Conference scheduled for January 18 @ 2:30 p.m. Notices of violation – due to the departure of the Zoning Officer, will be resending NOV's to Flanagan, Rooker, Bennett, Kerns, and Kohler under violations of the IPMC and/or Zoning; looking for someone to take updated pictures of the properties for the NOV's and potential Magistrate Complaints.

Road Superintendent Report: Wayne Robinson – waiting on the snow.

Citizens Comments – Mr. Chenault asked about the progress on the properties. These are being refiled. Asked about the Auditor situation with living in the Township or not. The Auditors, as well as all appointed positions will be asked to fill out a paper stating their residence and that they are interested in the position. Robbie Robinson stated that the neighbor has a pipe coming out of the garage and running into Robbie's ditch. He stated to come and take pictures of the property from the railroad bed. More stuff is being hauled in every day. DEP and soil conservation need to get involved with what is happening at this location.

Kelle Robinson stated that she sent a letter in to help with EMC position. Mr. Stroehmann asked that Mr. Bertin, III and Kelle work together on this and update the Board at a meeting in the future.

Unfinished Business:

- a. Supplement funding for the US 220 Corridor Safety Study – we have not received any update regarding this funding for the traffic study.
- b. Limited Traffic to the Village of Linden – meeting set for Sunday April 7th @ 6.00 p.m.
- c. Resolution for Capital Reserve Account wording. This will be discussed at the April 3rd Supervisors Workshop meeting.

New Business:

- a. On motion by Mr. Stroehmann, seconded by Mr. Bertin, III and unanimously approved to appoint Betty Nicholas as Auditor.

Registration of Property:

- a. Sharon Shipley to James E. and Rae Marie Sayers

Correspondences were reviewed. Pending bills were reviewed and approved for payment. With no further business, the meeting adjourned at 7:00 p.m.

Respectfully Submitted,

Secretary