

**Black Creek Township Reorganization Meeting Held**

**Monday, January 3, 2022 at 6:00 p.m.**

**At the Black Creek Township Municipal Building**

**Pledge of Allegiance**

**Attendance:** Roll Call: Present; Lupcho, Rohrbach. Absent; Davis.

**Public Comment on Agenda Items:** NONE.

**Temporary Chairperson:** A motion by Supervisor Lupcho, seconded by Supervisor Rohrbach, to appoint Supervisor Rohrbach as the temporary Chairperson.

All in favor.

**Chairperson:** A motion by Supervisor Lupcho, seconded by Supervisor Rohrbach, to appoint Supervisor Rohrbach as Chairperson.

All in favor.

**Vice Chairperson:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to have the Vice-Chairperson's seat remain vacant.

All in favor.

**Secretary/Treasurer:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint Supervisor Lupcho as Secretary/Treasurer.

All in favor.

**Treasurer Bond:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, that the treasurer bond be set at \$350,000.00.

All in favor.

**Roadmaster:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, that Supervisors Rohrbach and Lupcho be appointed as the Township Roadmasters.

All in favor.

**Convention Delegate:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint Supervisor Lupcho as Convention Delegate.

All in favor.

**Meetings Dates and Times:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to hold the Board of Supervisors Meetings on the first Thursday of each month, at 6:00 p.m.

All in favor.

**Work Sessions:** A motion made by Supervisor Rohrbach, seconded by Supervisor Lupcho, to hold Work Sessions on the third Wednesday of every month, at 10:00 a.m.  
All in favor.

**Planning Commission Meeting Dates and Times:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to hold Planning Commission Meetings on the first Tuesday of the month at 6:00 p.m., as needed.  
All in favor.

**Appointments:**

**Depository Bank:** A motion made by Supervisor Rohrbach, seconded by Supervisor Lupcho, that BB&T/Truist Bank be the Township Depository Bank.  
All in favor.

**Depository for Local Tax Services:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, that Berkheimer be the Depository for Local Tax Services.  
All in favor.

**Township Solicitor:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint Hill, Turowski, James & Lehman, LLP as Township Solicitor, at a rate of \$130.00 per hour and a flat rate of \$150.00 per meeting.  
All in favor.

**Zoning Hearing Board Solicitor:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint the Law Office of Hummel, Lewis & Davidson, LLP as Township Zoning Board Solicitor at a rate of \$175.00 per hour.  
All in favor.

**Township Engineer:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint Jason Snyder & Associates, LLC as Township Engineer, at a rate of \$100.00 per hour.  
All in favor.

**Alternate Township Engineer:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint JTB Surveying and Engineering as Alternate Township Engineer, at a rate of \$80.00 per hour.  
All in favor.

**Auditor:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint Herring, Roll & Solomon as Township Auditor, at a rate of \$5,000.00.  
All in favor.

**Sewage Enforcement Officer:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint Brior Environmental LLC as Township Sewage Enforcement Officer.  
All in favor.

**Alternate Sewage Enforcement Officer:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint Robert Fugate as Alternate SEO.  
All in favor.

**Zoning Hearing Board Member (term up for Angelo Tolotti):** A motion by Supervisor Rohrbach to appoint Robert Stochel, Jr. to the Zoning Board for a 5-year term, January 1<sup>st</sup>, 2022 to December 31, 2026.  
All in favor.

**Planning Commission Member (term up for Sarah Fountain):** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint Sarah Fountain to the Planning Commission for a 5-year term, January 1, 2022 to December 31, 2026.  
All in favor.

**Zoning/Code Enforcement Officer:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint Larry C. Frace Inspections LLC, of which Larry Frace and Ralph Kelchner are the Zoning and Code Enforcement Officers.  
All in favor.

**Secondary Zoning/Code Enforcement Officer:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint Jake Dohmen as Secondary Zoning/Code Officer.  
All in favor.

**Vacancy Board:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to retain/appoint Joyce Knies as Vacancy Board.  
All in favor.

**Right to Know Officer:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint Francine Villano as RTK Officer.  
All in favor.

**Building Inspector:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint Larry C. Frace Inspections LLC, which includes Larry Frace and Ralph Kelchner as our Building Inspectors.  
All in favor.

**Fire Chief:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint Joe Lescowitch as Township Fire Chief.  
All in favor.

**Emergency Management Coordinator:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint Steve Motil as Emergency Management Coordinator.  
All in favor.

**Flood Plain Manager:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to appoint the Township Engineer, Jason Snyder as Flood Plain Manager.  
All in favor.

**Short Term Disability Provider covering all full-time employees:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to approve to retain The Hartford as Township Short Term Disability provider.  
All in favor.

**Employee Raises:** Employees are now given evaluations, and raises are based on those evaluations. Therefore, raises may not always be the same across the board.

Francine Villano, raise;	\$ 0.50
James Villano, raise;	\$ 0.50
Christopher Lutsky, raise;	3%
Mark Yurcho, raise;	3%
Thomas Price, raise;	3%

A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, that all raises as read, stand as the employee's raises. All in favor.

**Tax Mills:** A motion by Supervisor Rohrbach, seconded by Supervisor Lupcho, to set the Tax Mills at 0.72.  
All in favor.

**Appointed Officials Terms - residents who are appointed, not elected:**

Zoning Board, 5-year terms;

Members were re-set April 10, 2018, and terminate on the following dates;

- Robert Stochel, Jr. 01/01/2022 – 12/31/2026
- Robert Planutis 12/31/2022
- Robert Palushock 01/01/2019 – 12/31/2023
- Ed Vergari 01/01/2020 – 12/31/2024
- Mary Jo Kulig 01/01/2021 – 12/31/2025

Planning Commission, 5-year terms;

- Sarah Fountain 01/01/2022 – 12/31/2026
- William AuBuchon 02/06/2020 – 12/31/2022
- Dr. Saura Rohrbach 02/06/2020 – 12/31/2023
- Eric Jensen 01/01/2022 – 12/31/2024
- Mary Catherine Bachman 01/01/2021 – 12/31/2025

