**Catharine Township**

1229 Recreation Drive, Williamsburg, PA 16693

MINUTES FOR THE JANUARY 6, 2025 MEETING OF THE

CATHARINE TOWNSHIP BOARD OF SUPERVISORS

**REORGANIZATIONAL MEETING**

Heather Flaig called the meeting to order at 4:00 P.M.

Present: Heather Flaig, Ralph Rispoli, Ken Brenneman, and Mike Fay

Visitors: Bob Aurandt, Sherry Waddington, Cami Chamberlain, Wayne Baker, Scott Baker, Natalie Gorsuch, Dorcus Johnson, Dolores Chamberlain, Ross Brubaker, James Blough, Daryl Cole, Adrianna, Waddington

**Annual Re-organization:**

Temporary Chairman: Ken Brenneman

Motion made by Heather Flaig, seconded by Ralph Rispoli. Unanimous

Temporary Secretary: Heather Flaig

Motion made by Ralph Rispoli, seconded by Ken Brenneman. Unanimous

Temporary Treasurer: Ralph Rispoli

Motion made by Ken Brenneman, seconded by Heather Flaig. Unanimous

Elected:

Chairman: Ralph Rispoli

Motion made by Ken Brenneman, seconded by Heather Flaig. Unanimous

Vice-Chairman: Ken Brenneman

Motion made by Heather Flaig, seconded by Ralph Rispoli. Unanimous

Supervisor: Heather Flaig

Motion made by Ralph Rispoli, seconded by Ken Brenneman. Unanimous

Reappointed:

Secretary: Heather Flaig

Motion made by Ralph Rispoli, seconded by Ken Brenneman. Unanimous

Treasurer: Ken Brenneman

Motion made by Ralph Rispoli, seconded by Heather Flaig. Unanimous

Road Workers: Elva Fay

Motion made by Ken Brenneman, seconded by Ralph Rispoli. Heather Flaig abstained.

Laborers: Lisa Rispoli

Motion made by Ken Brenneman, seconded by Heather Flaig.

Roadmaster:

Motion made by Ken Brenneman to re-appoint Mike Fay.

Motion made by Ralph Rispoli to appoint Ross Brubaker.

Heather Flaig recused herself from the vote.

No motion was accepted. Solicitor will be contacted about a tie vote.

Mike Fay will remain as Roadmaster temporarily.

Wage Tax Collector: Blair Co Tax Bureau

Motion made by Ken Brenneman, seconded by Heather Flaig. Unanimous

Real Estate Tax Collector: Melissa Gunnett

Motion made by Ken Brenneman, seconded by Heather Flaig. Unanimous

Deputy Real Estate Tax Collector: Heather Flaig

Motion made by Ken Brenneman, seconded by Ralph Rispoli. Unanimous

Elected/Appointed:

\*If appointed, must be done each year unless someone is elected to position

Auditor 6 year term: Daryl Cole, elected 2023

Auditor 4 year term: Kent Wilson, elected 2023

Auditor 2 year term: Vacant

Residents present were asked if anyone was interested in becoming an auditor.

**Pay Raises**

Pay raises were approved in the 2025 Budget.

Elva Fay: $18.00 from $16.00

Lisa Imler: $18.00 from $16.00

Roadmaster Wages: $20.00 no raise

Set Starting Wages for new hires:

Starting Wages Summer Help (School Students): $8.00

Starting Wages for Road Workers: $16.00

Starting Wages for Road Master: $17.00\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Starting Wages for experienced road workers: $16.00

Starting Wages for Laborers: $16.00

Starting Wages for Secretary and Treasurer: $15.00

Starting Emergency Help Wages: $16.00

Starting Experienced Emergency Help Wages: $16.00

Tax Collectors Wages - 5% currently, motion made by Ralph Rispoli 2nd by Ken Brenneman

Auditor’s Wages - $10.00/hour currently, motion made by Ralph Rispoli, 2nd by Heather Flaig

Auditors will have to set all Supervisors and working Supervisors’ wages:

Auditors met on January 6, 2025 at 4:00 PM to set supervisors wages. Wages will stay the same, unless changed by Auditors.

Secretary Wages - $18.00 currently

Supervisors- $1875.00 each supervisor (beginning at next term)/year

($5475 total for year)

Treasurer bond: - $300,000.00

Motion made by Heather Flaig, seconded by Ken Brenneman. Unanimous

Open Record Officer: Heather Flaig

Motion made by Ralph Rispoli, seconded by Ken Brenneman. Unanimous

Solicitor: Nathan Karn\_

Motion made by Ralph Rispoli, seconded by Ken Brenneman. Unanimous

Engineer: Keller Engineers

Motion made by Ralph Rispoli, seconded by Ken Brenneman. Unanimous

Code Appeals Board: Heather Flaig

Motion made by Ralph Rispoli, seconded by Ken Brenneman. Unanimous

Government Advisory Committee: Ken Brenneman

Motion made by Ralph Rispoli, seconded by Heather Flaig. Unanimous

Election Vacancy Board Chairman: Pat Bottenfield

Motion made by Ken Brenneman, seconded by Ralph Rispoli. Unanimous

Williamsburg Municipal Authority: Daryl Cole

Motion made by Ken Brenneman, seconded by Heather Flaig. Unanimous

Blair Co Sanitation Committee: Ken Brenneman

Motion made by Heather Flaig, seconded by Ralph Rispoli. Unanimous

General Fund Checking: PennCrest Bank

Motion made by Ken Brenneman, seconded by Heather Flaig. Unanimous

PLGIT Funds:

General Class, General Prime, Act 537 Plan, Marcellus Shale, Capital Reserve, and Liquid Fuels

Motion made by Heather Flaig, seconded by Ken Brenneman. Unanimous

Mileage Rate: 70 cents per miles as per IRS

Motion made by Ken Brenneman, seconded by Ralph Rispoli. Unanimous

Reorganization meeting will be held the 1st Monday in January unless that day is a holiday, then the meeting will be the first Tuesday.

Regular Monthly meetings will be held at the Catharine Township Building the

***3rd Thursday of every month starting at 7:00 P.M.***

***Hours: Monday, Wednesday, Thursday 12pm-4pm***

A motion was made by Ken Brenneman, seconded Heather Flaig. Unanimous

Convention Voting Delegate: None assigned as no one will be attending the 2025 convention.

All emergency work done by road workers or laborers on New Year’s Day, Easter, Memorial Day, July 4th, Labor Day, Thanksgiving Day and Christmas Day is ***double time***. This motion will be continuous and will stand from year to year. A motion made by Ken Brenneman, seconded by Heather Flaig. Unanimous

Township Sewage Enforcement Officer: Luke Helsel and Alternates from Blair Co

Motion made by Heather Flaig, seconded by Ken Brenneman. Unanimous

Emergency Management Director: Bill Deeters

Motion made by Ken Brenneman, seconded by Ralph Rispoli. Unanimous

Assistant Emergency Management Director: Bill Deters

Motion made by Ralph Rispoli, seconded by Ken Brenneman. Unanimous

Tax Increases: Millage for 2024: 1.410

Millage for 2025: 1.941

Address any other pertinent information concerning the township at this time.

Ralph Rispoli opened the floor up for the visitors.

Some residents asked how the pay was done for supervisors, secretary, and treasurer and if there are two separate wages. It was also asked if there was a time clock or is it done on the honor system. Supervisors and Daryl Cole explained how this works.

Act 537 was discussed as to when the plan was going to be done for the entire township.

Residents asked if it would help if they got their neighbors signatures for the Ganister sewage project. Residents asked if it was possible to have their own system like Point View. Daryl Cole spoke about things involved with a mini system. Speaking to an engineer was suggested. Residents would like to invest in their property’s but are worried about the gray water issue in Ganister. Luke Helsel will be contacted to see how the inspections are going.

Daryl Cole discussed having the township start the Act 537 Plan for the entire township and how this would help move the Ganister sewage forward. He discussed the Ganister project and how there is insufficient funds to have this project done.

Cami Chamberlain asked about the Auditor position and what was involved. Daryl discussed the job description.

James Blough asked about the sign on his road “Blough Rd” and what the status is. Roadmaster will put it up as soon as he has time. Mr. Blough asked about the junk on the township’s property. Ralph said the inventory will be looked into and Ken and he will see what needs to be gotten rid of.

The Watchdog report was discussed briefly.

Wayne Baker asked if Oak Alley was surveyed and what the results was. Keller Engineer has not completed their report yet. Mr. Baker asked about the large stones along Blough Rd. The Roadmaster is still looking into this.

The corner of Heather Flaig’s property was discussed as to where the corner of the property is and where the alley should be.

A motion was made by Heather Flaig to sign payroll checks, seconded by Ken Brenneman.

A motion was made by Ralph Rispoli to adjourn the reorganization meeting at 4:45PM, seconded by Heather Flaig. Unanimous

Respectfully submitted,

Heather Flaig, Secretary