

Supervisor Daniel P. Ouellet was sworn in by Public Services Director Judith Zelina.

Annual Organization Meeting

January 6, 2020

On motion by Mr. Bock, seconded by Mr. Ouellet, John Morgan was elected Temporary Chairman by unanimous roll call vote.

The annual organization meeting of the Millcreek Township Board of Supervisors was called to order at 9:00 a.m. by Temporary Chairman John Morgan in the Assembly Room of the Millcreek Township Municipal Building. Present were Mark Zaksheske, John Morgan, James Bock, Daniel Ouellet, Student Ambassador Evelyn Moore, Mark Shaw, Matthew Waldinger, Gary Snyder and Sheryl Williams.

Following the Pledge to the Flag, it was moved by Mr. Ouellet and seconded by Mr. Morgan to elect James Bock Chairman of the Board of Supervisors for 2020. Motion carried by unanimous roll call vote.

On motion by Mr. Bock, seconded by Mr. Ouellet, John Morgan was elected Vice Chairman of the Board of Supervisors for 2020 by unanimous roll call vote.

On motion by Mr. Morgan, seconded by Mr. Ouellet, Sheryl Williams was appointed Township Secretary for 2020 by unanimous roll call vote.

On motion by Mr. Morgan, seconded by Mr. Ouellet, Mark Zaksheske was appointed Township Treasurer for 2020 by unanimous roll call vote.

On motion by Mr. Morgan, seconded by Mr. Ouellet, Anne Sokol, P.E. was appointed Township Engineer for 2020 by unanimous roll call vote.

It was moved by Mr. Morgan and seconded by Mr. Ouellet to appoint the firm of MacDonald Illig Jones and Britton LLP as Township Solicitor for 2020, with Mark Shaw, Esq. as Principal Contact. Motion carried by unanimous roll call vote.

On motion by Mr. Morgan, seconded by Mr. Ouellet, James Bock was appointed by unanimous roll call vote to the employee position of Municipal Administrator, with oversight of the Millcreek Police Department and as the Board's liaison to the Millcreek Neighborhood Watch.

On motion by Mr. Ouellet, seconded by Mr. Bock, John Morgan was appointed by unanimous roll call vote to the employee position of Municipal Administrator, with oversight of the Department of Planning and Development and the Department of Administration, and as the Board's liaison to the Planning Commission and Zoning Hearing Board.

On motion by Mr. Morgan, seconded by Mr. Bock, Daniel Ouellet was appointed by unanimous roll call vote to the employee position of Municipal Administrator, with oversight of the Department of Public Works, Department of Public Services, and the Department of Parks and Recreation, and as the Board's liaison to the Fire and Emergency Services Commission, Recycling and Education Advisory Committee, Parks and Recreation Commission, and Chairman of the Safety Committee.

On motion by Mr. Morgan, seconded by Mr. Ouellet, Daniel Ouellet was appointed the Township's Delegate, and Mr. Bock the Alternate Delegate, to the 2020 PSATS Conference by unanimous roll call vote.

On motion by Mr. Morgan, seconded by Mr. Ouellet, James Bock was appointed the Township's Representative to the ECATO Executive Committee for 2020 by unanimous roll call vote.

On motion by Mr. Morgan, seconded by Mr. Bock, Daniel Ouellet was appointed Representative to the Erie Area Council of Governments (EACOG) for 2020 by unanimous roll call vote. On motion by Mr. Morgan, seconded by Mr. Bock, Gary Snyder and James Bock were appointed Alternate Representatives to the Erie Area Council of Governments (EACOG) for 2020 by unanimous roll call vote.

On motion by Mr. Morgan, seconded by Mr. Ouellet, Matthew Waldinger was appointed Representative and Emma George, P.E. was appointed Alternate Representative to the Lake Erie Coastal Zone Advisory Committee for 2020 by unanimous roll call vote.

On motion by Mr. Ouellet, seconded by Mr. Bock, John Morgan was appointed Voting Representative #1 and Emma George, P.E. was appointed Alternate to the Erie Metropolitan Planning Organization (Erie MPO) Coordinating Committee for 2020 by unanimous roll call vote.

On motion by Mr. Morgan, seconded by Mr. Ouellet, Matthew Waldinger was appointed Voting Representative #2 and John Sebesta, P.E. was appointed Alternate to the Erie Metropolitan Planning Organization (Erie MPO) Coordinating Committee for 2020 by unanimous roll call vote.

On motion by Mr. Ouellet, seconded by Mr. Bock, Matthew Waldinger was appointed Voting Representative #1 and John Morgan was appointed Alternate to the Erie Metropolitan Planning Organization (Erie MPO) Technical Advisory Committee for 2020 by unanimous roll call vote.

It was moved by Mr. Morgan, seconded by Mr. Ouellet, and carried by unanimous roll call vote to maintain the bond for the Treasurer at \$1,000,000.00 for 2020.

It was moved by Mr. Morgan, seconded by Mr. Ouellet, and carried by unanimous roll call vote to approve the following fund depositories:

PNC Bank

Millcreek Township Merchant Processing Account 60-0471-9546: Non-interest bearing account

Millcreek Township Police Pension Plan, Millcreek Township Employees Pension Plan: Investments only

Millcreek Township Supervisors Dental Account 60-0540-6285: Non-interest bearing checking account

PNC/SEIX Floating Rate Fund

Millcreek Township Police Pension Plan, Millcreek Township Employees Pension Plan: Investments Only

PNC/PIMCO S-T High Yield Fund

Millcreek Township Police Pension Plan, Millcreek Township Employees Pension Plan:
Investments Only

First National Bank of PA

Millcreek Township Sewer Revenue Account 95021410: Interest bearing SWEEP checking account

Millcreek Township Income Tax Escrow Account 97001752: Interest bearing money market account

Millcreek Township Supervisors TCI Account 97013733: Interest bearing money market account

Millcreek Township Supervisors Water Authority Sales Proceeds Account 97013719: Interest bearing money market account

Millcreek Township Supervisors Water Authority Operating Account 95243407: Interest bearing money market account

Millcreek Township Supervisors Water Authority Sales Proceeds Investment Account 63-0080-01-8: Investments only

Citizens Bank

Millcreek Township Supervisors Escheat Escrow Fund Account 610003-167-5: Non-interest bearing checking account

Millcreek Art Show Fund Account 610003-169-1: Non-interest bearing checking account

Northwest Savings Bank

Millcreek Township Sewer Revenue Account 1256017409: Interest bearing checking account

Neuberger Berman Private Equity Fund

Millcreek Township Police Pension Plan, Millcreek Township Employees Pension Plan:
Investments only

Gannett Welsh & Kotler

Millcreek Township Police Pension Plan, Millcreek Township Employees Pension Plan:
Investments Only

Vanguard International Growth Fund

Millcreek Township Police Pension Plan, Millcreek Township Employees Pension Plan:
Investments only

DFA International Core Fund

Millcreek Township Police Pension Plan, Millcreek Township Employees Pension Plan:
Investments only

Multi-Employer Property Trust

Millcreek Township Police Pension Plan, Millcreek Township Employees Pension Plan:
Investments only

Wells Fargo Capital Management Fund

Millcreek Township Police Pension Plan, Millcreek Township Employees Pension Plan:
Investments only

Erie Bank

General Fund Account 2590032: Interest bearing checking account

Payroll Fund Account 2490040: Interest bearing checking account

Millcreek Township Supervisors Savings Account 0004142469: Interest bearing savings account

Millcreek Township Supervisors Savings Account 0004153102: Interest bearing savings account

Millcreek Township Supervisors Savings Account 1306873232: Interest bearing savings account
(Certificate of Deposit)

Millcreek Township Supervisors Sinking Fund Account 1307394203: Interest bearing savings
account

Millcreek Township Sewer fund Payroll Account 1307569195: Interest Bearing Savings Account

PA Local Government Investment Trust (PLGIT)

Millcreek Township State Liquid Fuels Account 3660035: Interest Bearing Checking Account

Millcreek Township Performance & Surety Bond Account 3660029: Interest Bearing
Checking Account

It was moved by Mr. Morgan, seconded by Mr. Ouellet, and carried by unanimous roll call vote to
approve the following insurance carriers for 2020:

Workers Compensation

Trust Agreement of Municipal Risk Management (MRM Trust) for Workers'
Compensation Pooled Trust
Policy Number SP-428-1819

Property, General Liability and Automobile

McGowan Governmental Underwriters
Policy Number 4636295

It was moved by Mr. Morgan, seconded by Mr. Ouellet, and carried by unanimous roll call vote
that the Township Secretary provide the Board of Auditors written notice of the appointments of
the Municipal Administrators and their respective employee responsibilities, and that the bond for
the Treasurer be maintained at \$1,000,000.00 for 2020.

It was moved by Mr. Morgan, seconded by Mr. Ouellet, and carried by unanimous roll call vote to
adopt Resolution 2020-R-1; A Resolution amending Resolution 2016-R-8, Millcreek Township
Tax Collection Committee Voting Delage Appointment Resolution, appointing Treasurer Mark

Zaksheske as Delegate, Assistant Treasurer Melanne Page as 1st Alternate, and Mr. Morgan as 2nd Alternate.

On motion by Mr. Morgan, seconded by Mr. Ouellet, it was carried by unanimous roll call vote to appoint the following people to their respective commissions and committees:

Board of Appeals and Fire Code – No Term Expiration

Guy Santone – Appointment
Dean Wilson, Alternate - Appointment
Edward Betza, Esq., Solicitor - Appointment

Erie County Tax Collection Committee (ECTCC) – One Year Term

Mark Zaksheske, Delegate
Melanne Page – 1st Alternate
John Morgan – 2nd Alternate

Fire and Emergency Medical Services (EMS) Commission – Three Year Term

John Marsden – Reappointment

Parks and Recreation Commission – Five Year Term

Nicolina Pierce – Reappointment

Planning Commission – Four Year Term

Linda McCabe – Reappointment

Recycling Education and Advisory Committee – One Year Term

Steven G. Cornelius, Carl Cronmiller, Janine Fennell, Kenneth C. Fromknecht, Dana James, Marybeth Santucci, Maria Spagnola, Jessica Stutzman, Sean Stutzman, Roy Walkama and Judy Zelina - Reappointments

UCC Appeal Board – One Year Term

David Rhodes, Esq., Solicitor - Reappointment

Vacancy Board – One Year Term

The Very Reverend John Detisch, St. Jude Church – Reappointment

Zoning Hearing Board – Three Year Term

Michael Martin – Reappointment
Scott Calhoun – Alternate (One Year Term)
Richard Perhacs, Esq., Solicitor – Reappointment (One Year Term)

On motion by Mr. Morgan, seconded by Mr. Ouellet, it was carried by unanimous roll call vote to approve the regular meeting schedule for the Board of Supervisors:

The regular meetings of the Board of Supervisors will be held on the second Tuesday of each month at 9:30 a.m. (except in December) and the fourth Tuesday of each month at 7:00 p.m. (except on November 24, when the meeting will begin at 9:30 a.m., and on December 15 when the meeting will begin at 7:00 p.m.)

On motion by Mr. Morgan, seconded by Mr. Ouellet, it was carried by unanimous roll call vote to approve the following regular meeting schedules for the Township Boards and Commissions:

The Millcreek Township Zoning Hearing Board will meet on the last Wednesday of each month at 7:00 p.m., with no meeting in November but a meeting on December 2; the Millcreek Township Planning Commission will meet the first Tuesday of each month at 7:00 p.m., except in November, when they will meet on the second Tuesday of the month; the Millcreek Township Recreation and Parks Commission will meet on the first Wednesdays of February, April, June August, October and December at 7:00 p.m.; the Millcreek Township Recycling Education and Advisory Committee will meet on the following Thursdays: May 7 and October 1 at 5:00 p.m.; the Fire and Emergency Medical services (EMS) Commission will meet quarterly on the third Thursdays of January, April, July and October at 7:00 p.m.; the Pension Committee will meet quarterly at 9:00 a.m. on Thursdays: February 20, May 20, August 20 and November 19 in the East Conference Room. All other meetings are held in the Assembly Room at the Millcreek Township Municipal Building, 3608 West 26th Street, Erie, Pennsylvania 16506-2037.

There being no further business to come before the Board, it was moved by Mr. Ouellet and seconded by Mr. Morgan to adjourn the meeting at 9:24 a.m.

Sheryl A. Williams
Township Secretary

APPROVED: January 14, 2020

James S. Bock

John E. Morgan

Daniel P. Ouellet