

**SOMERSET TOWNSHIP
BOARD OF SUPERVISORS
AGENDA - ORGANIZATION
JANUARY 5, 2026 at 6:30pm**

Call to Order by Board Member (Time: _____ p.m.)

Pledge of Allegiance

Roll Call: _____ Mr. Bockstoce _____ Mr. Kearns _____ Mr. Lohr _____ Mr. Myers _____ Mr. Wiltrot

Resignation of Paul Myers from Board of Auditors

Public Comment Agenda Items

Chairman

Motion _____, 2nd _____, 3rd _____ to appoint _____ as Chairman of the Board of Supervisors.

Vote: _____ Yes _____ No _____ Abstain _____

Vice Chairman

Motion _____, 2nd _____, 3rd _____ to appoint _____ as Vice Chairman.

Vote: _____ Yes _____ No _____ Abstain _____

1. Secretary/Treasurer

Motion _____, 2nd _____, 3rd _____ to appoint _____ as Secretary/Treasurer and set Treasurer's bond at _____.

Vote: _____ Yes _____ No _____ Abstain _____

2. Solicitor

Motion _____, 2nd _____, 3rd _____ to appoint _____ as Solicitor.

Vote: _____ Yes _____ No _____ Abstain _____

3. Zoning Hearing Board Solicitor

Motion _____, 2nd _____, 3rd _____ to appoint John Petrisek as Zoning Hearing Board Solicitor.

Vote: _____ Yes _____ No _____ Abstain _____

4. New Business

A. Resolution 1 of 2026 – Schedule of Fees

Motion _____, 2nd _____, 3rd _____ to adopt the fee schedule as set forth in R1 of 2026.

Vote: _____ Yes _____ No _____ Abstain _____

B. Resolution 2 of 2026 – Emergency Management Coordinator

Motion _____, 2nd _____, 3rd _____ to appoint Ron Sicchitano Jr. as EMC at rate of \$1000.00/yr as set forth in R2 2026

Vote: _____ Yes _____ No _____ Abstain _____

C. Resolution 3 of 2026 – Fire Protection Agreements (2025 through 2029)

Motion _____, 2nd _____, 3rd _____ to adopt agreements designating Ellsworth VFD, Fallowfield VFC, Valley Inn VFD, North Strabane Township VFD and Bentleyville VFD also known as Somerset Township Fire Protection Group, as the firefighting, vehicle rescue/extrication entity for Somerset Twp as set forth in R3 of 2026.

Vote: _____ Yes _____ No _____ Abstain _____

D. Volunteer Fire Relief

Motion _____, 2nd _____, 3rd _____ to set distribution for Volunteer Fire Relief of 2026.

Vote: _____ Yes _____ No _____ Abstain _____

E. Appointment of CPA for 2025 Audit

Motion____, 2nd____, 3rd____ to appoint Turnley Robertson & Assoc., CPA, to perform annual audit for 2025.
Vote:____ Yes____ No____ Abstain_____

F. Diesel Fuel

Motion____, 2nd____, 3rd____, to authorize bid advertisement for Diesel Fuel.
Vote ____ Yes____ No____ Abstain_____

G. Anti-Skid, Stone, Pipe, Inlets, and Asphalt

Motion____, 2nd____, 3rd____, to authorize bid advertisement for Anti-Skid, Stone, Pipe, Inlets, and Asphalt.
Vote:____ Yes____ No____ Abstain_____

H. Update Hard Surface Restoration Requirements for Street Openings

Motion____, 2nd____, 3rd____ to approve update.
Vote:____ Yes____ No____ Abstain_____

I. Amend Employee Policy Manual to include update of office hours

Motion____, 2nd____, 3rd____ to amend Employee Policy Manual.
Vote:____ Yes____ No____ Abstain_____

J. Cellular Phone Stipend

Motion____, 2nd____, 3rd____ to set cellular phone stipend.
Vote:____ Yes____ No____ Abstain_____

ORGANIZATION

5. Director of Public Works

Motion____, 2nd____, 3rd____, to appoint_____ as Director of Public Works.
Vote:____ Yes____ No____ Abstain_____

6. Roadmaster

Motion____, 2nd____, 3rd____ to appoint_____ as Roadmaster.
Vote:____ Yes____ No____ Abstain:_____

7. Code Enforcement Officer/Zoning Officer

Motion____, 2nd____, 3rd____ to appoint_____ as Code Enforcement/Zoning Officer.
Vote:____ Yes____ No____ Abstain_____

8. Building Code Official

Motion____, 2nd____, 3rd____ to appoint_____ as Building Code Official.
Vote:____ Yes____ No____ Abstain_____

9. Animal Control

Motion____, 2nd____, 3rd____, to appoint Kym Secret as Animal Control Officer at rate of \$450.00/month.
Vote:____ Yes____ No____ Abstain_____

10. Act 511 Tax Collector

Motion____, 2nd____, 3rd____, to appoint Joseph G. Malisky as Tax Collector and set Tax Collector bond at_____
Vote:____ Yes____ No____ Abstain_____

11. EIT/LST Collector

Motion 2nd 3rd to appoint Keystone Collections Group to collect Earned Income/Local Services Tax
Vote: Yes No Abstain

12. Vacancy Board

Motion , 2nd , 3rd to appoint as Vacancy Board member.
Vote: Yes No Abstain

13. Zoning Hearing Board (3-year term 2026 thru 2028)

Motion , 2nd , 3rd , to appoint to the Zoning Hearing Board.
Vote Yes No Abstain

14. Board of Auditors (2-year term 2026 thru 2027 to complete remainder of Paul Myers term).

Motion , 2nd , 3rd , to appoint to the Board of Auditors.
Vote: Yes No Abstain

15. Engineer

Motion , 2nd , 3rd to appoint as Township Engineer.
Vote: Yes No Abstain

16. Washington County Sewage Council

Motion , 2nd , 3rd to appoint as representative to Washington County Sewage Council.
Vote: Yes No Abstain

17. Depository

Motion , 2nd , 3rd , to appoint Charleroi Federal Savings and Pennsylvania Local Government Investment Trust as bank depositories.
Vote: Yes No Abstain

18. Meeting Dates

Motion , 2nd , 3rd , to approve holding regular monthly meetings and authorize Public Notice of 2026 meeting dates.
Vote: Yes No Abstain

19. Wages

Motion , 2nd , 3rd , to set Full Time Employee wages at per hour.
Vote: Yes No Abstain

Motion , 2nd , 3rd , to set Part Time Employee wages at per hour.
Vote: Yes No Abstain

Motion , 2nd , 3rd , to set Zoning Hearing Board Members compensation at \$25.00/hearing.
Vote: Yes No Abstain

Motion , 2nd , 3rd , to set Auditors compensation at \$25/meeting.
Vote: Yes No Abstain

Motion , 2nd , 3rd , to set the Tax Collectors commission at 4% Discount 5% Face.
Vote: Yes No Abstain

20. Employee Benefits

Motion____, 2nd____, 3rd____, to continue the State Aid Non-Uniform Pension at 9% of gross wages.

Vote:____ Yes____ No____ Abstain_____

21. Business Mileage

Motion____, 2nd____, 3rd____, to set mileage at 2026 IRS rate for use of personal vehicle (72.5 cents/mile).

Vote____ Yes____ No____ Abstain_____

22. Advertise for part-time/full-time laborers, secretary, and manager

Motion____, 2nd____, 3rd____, to approve advertisements.

Vote:____ Yes____ No____ Abstain_____

23. Approval of Minutes

Minutes of December 10, 2025 Meeting.

Motion____, 2nd____, 3rd____ to approve minutes.

Vote:____ Yes____ No____ Abstain_____

24. Approval of Checks, Warrants & Transfers

And any other necessary transfers.

*Approve payment of invoices due prior to next scheduled meeting

Motion____, 2nd____, 3rd____

Vote:____ Yes____ No____ Abstain_____

25. Public Comment Non-Agenda Items

26. Adjournment

Motion____, 2nd____, 3rd____ (Time_____)

Vote:____ Yes____ No____ Abstain_____