

JACKSON TOWNSHIP  
BOARD OF SUPERVISORS  
ORGANIZATIONAL MEETING MINUTES

January 2, 2024

The 2024 Organizational Meeting of the Jackson Township Board of Supervisors was called to order by Jay Grinnell at 8:45 AM in the meeting room of the Jackson Township Municipal Building. In attendance were: Supervisor Grinnell, and Township Manager Chris Rearick. Supervisor Osterwise and Supervisor Marianne Hall called into the meeting.

ELECTION OF OFFICERS

1. Mr. Osterwise nominated Mr. Grinnell as Chairman, seconded by Ms. Hall. The nomination was unanimously approved.
2. Ms. Hall nominated Mr. Osterwise as Vice-Chairman, seconded by Mr. Grinnell. The nomination was unanimously approved.

PUBLIC INPUT

None

APPROVAL OF FINANCIAL REPORTS

On a motion by Grinnell seconded by Hall to approve the Interim Accounts Payable, the motion passed unanimously.

APPROVAL OF CONSENT CALENDAR ITEMS

On a motion by Grinnell seconded by Osterwise, the following consent agenda items were unanimously approved:

- a. Motion to approve the following appointments and meeting time:
  - i. Chris Rearick as the Township Manager, Township Secretary, Treasurer, and Building Code Official for 2024.
  - ii. Jason Knox as Public Works Director and Code Enforcement Officer for 2024.
  - iii. Nikki Colton as Planning Director for 2024 and reappoint as Zoning Officer for 2024.
  - iv. Code Enforcement Associates as Fire Code Official, Fire Marshall and Building Code Official for 2024.
  - v. Matt Marshall, Esquire and Anthony Cosgrove, Esquire and the law firm of Dillon McCandless King Coulter & Graham, P.C. as the Township Solicitor for the year 2024 at the rates set forth in 2024 fee schedule as submitted by letter from Dillon McCandless King Coulter & Graham, P.C.
  - vi. Herbert, Rowland, and Grubic Inc. as the Township Engineer for 2024 to be compensated in accordance with the 2024 fee schedule as submitted by letter from Herbert, Rowland & Grubic, Inc.
  - vii. H.A. Berkheimer Associates as the collector of the Township Local Services Tax, Occupational Assessment Tax, Earned Income Tax, Net Profits Tax, Per Capita Tax, and Business Privilege Tax, and as the collector of the delinquent Township Net Profit Tax, Per Capita Tax, Business Privilege Tax, and Pre-2012 Earned Income Tax.
  - viii. WesBanco, Inc. as depository of Township funds.
  - ix. Chris Rearick as delegate, Jay Grinnell as 1st alternate and Allan Osterwise as 2nd alternate to the Butler County Tax Collection Committee (BCTCC) for 2024.

- x. Mark Trauman to the vacancy Board for term expiring December 31, 2024.
  - xi. Doug Duncan as the Township's Sewage Enforcement Officer for 2024 to be compensated at a rate set forth in the 2024 fee schedule submitted by Doug Duncan.
  - xii. Collin Fantasky and Patrick West as the Township Alternate Sewage Enforcement Officers for 2024 to be compensated at a rate equal to that of the primary Sewage Enforcement Officer.
  - xiii. The following Planning Commission Members:  
Chris Duncan, 4-year term  
Peter Culley, 4-year term
  - xiv. Robert Gregor Jr. as the Township Emergency Management Coordinator for 2024.
  - xv. xv. The Township mileage reimbursement as established by the Internal Revenue Service, as amended from time to time.
  - xvi. The Board of Supervisor's regularly scheduled meetings for the 3rd Thursday of each month beginning at 7:00 PM prevailing time.
  - xvii. The Board of Supervisors Workshop and regular meeting for the Monday immediately preceding the regularly scheduled meeting at 4:30 PM prevailing time at which regular business may be conducted, where necessary.
  - xviii. Authorize the Township Manager to advertise all necessary legal notices for the Township in 2024.
  - xix. Designate the Butler Eagle for the publication of the Township's legal notices.
- b. Motion to set the Treasurer's bond at \$350,000 for 2024.

b. A motion to approve Resolution 24-02, a resolution reappointing Ed Eckenrode to the Zoning Hearing Board for term outlined in the resolution.

#### **Agenda/ Discussion Items**

- a. On a motion by Grinnell seconded by Osterwise, to approve Resolution 24-01, a resolution reappointing J. Martin & Associates, the public accounting firm to act as Township auditor to make an examination of the accounts of the Township for the 2023 fiscal year, the motion passed unanimously.
- b. On a motion by Osterwise seconded by Hall, to approve Resolution 24-02, a resolution reappointing Ed Eckenrode to the Zoning Hearing Board for term outlined in the resolution, the motion passed unanimously.

#### **ADJOURNMENT:**

There being no other business before the Board, on a motion by Osterwise seconded by Grinnell to adjourn the meeting at 8:52 AM.

  
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Jay Grinnell, Chairman