**Meeting Minutes for Special Meeting held August 10, 2023**

**Time:** 6:29pm

Public Participation

1. Action/Vote on motion regarding appointment of a new township solicitor. Motion to appoint Mark Semanchik as Township Solicitor until end of year made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carried.
2. Action/Motion to go into Executive session to discuss employee policy manual violations. Motion to enter executive session made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carried. Time 6:30pm
3. Action/Motion to return from Executive Session to regular session. Motion to commence meeting made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carried. Time 6:51pm.
4. Action/Motion on individual employee policy violations/disciplinary actions. Jill Careyva informs that the township conducted a random drug test of the employees and some tested positive and we are going to look at our handbook before taking action. We are going to take it case by case and determine on how to discipline. Kyle Mummey states in the employee handbook section 303 subsection A, the township is committed to providing a workplace free of drugs and taking reasonable measures to protect its employees and residents from the accidents, injuries and property damage which may occur because of use of drugs and alcohol. Jill Careyva states no employee can be terminated without the approval of majority vote of the Township’s Board of Supervisors. Jill Careyva makes a motion to follow the employee handbook before making disciplinary actions, second by Jon Dettery. All in favor, motion carried.
5. Action/Motion on advertising/hiring personnel or recruiting firms regarding any newly open Township positions. Jill Careyva states Liza Verges has submitted her letter of resignation for the positions of Treasurer and Open Records Officer. She was hired as secretary and wants to stay as secretary. Motion to advertise for the positions of Treasurer and Open Records Officer made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carried.
6. Correspondence/Payment of bills received since last regular meeting, may include any new solicitor engagement letter/fee. The latest list of bills shows the total incurred bills from Carbon Engineering from the months of June for over $6,000 and July of over $4,000. Motion to accept bills received for payment except Carbon Engineering made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carried.

**Public Participation:**

* Pam Harts asks why wasn’t she allowed to ask a question before the motion was voted on? How many employees? Jill Careyva states she can speak during public participation. She states its private information, then states I guess it’s 3.
* Michael Gaizick is interested in the treasurer position.
* Edwina Matuszkiewicz asks the employees will be dealt by individual case. Is that how the handbook dictates? Jill Careyva states every case is different.
* Dino Cicioni asks how many employees are on the books? Jill Careyva states about 14.
* Tara Dolzani asks all employees were tested? Jill Careyva states all except for Kyle Mummey who was at his place of employment.
* Jill Careyva states anyone can go to Degenhart Chiropractor to get tested. We did have them come here.
* Pam Hartz asks about the validity of the permits issued by the engineer. Kyle Mummey states he’s been in contact with Attorney Baranko on the situation and they will also discuss it with the new solicitor.

**Adjournment:** Motion to adjourn made by Jill Careyva7:03pm

**Members of Public in Attendance**: Jackie Houser, Edwina Matuszkiewicz, Annette Leonard, Krystal & Steve Singley, Steven & Marianne Hall, Pama Hartz, Tara Dolzani, Dino Cicioni, Rick Grabosky, Amy Austra, Bob Gabardi, Wendy Danchision, Michael Gaizick