

Patterson Township Board of Commissioners
1600 19th Avenue Beaver Falls PA 15010

SPECIAL MEETING

Monday, March 4, 2019

The Patterson Township Board of Commissioners held a special meeting on Monday, March 4, 2019 at 5:00 p.m. at the Municipal Complex, 1600 19th Avenue. The purpose of the meeting was advertised to discuss and take action on a personnel issue.

Mr. Policaro called the meeting to order and noted Commissioners Inman, Hoover, and Mahosky and Secretary Wagoner present. Mr. Bradow was absent.

A summary was provided on the search for a new Township Secretary whereby there were 21 applications received and 5 of the 21 applicants interviewed. Mr. Policaro provided the Committee of Mr. Mahosky; Mrs. Wagoner and himself, who are recommending the hiring of Christin Milnes, 309 Darlington Road as the new Township Secretary.

A memo was distributed providing an overview of her application which included her education, experience, and employment. It also included the terms of her hiring as requested by Mrs. Milnes.

Motion was made by Mr. Hoover; seconded by Mr. Inman to hire Mrs. Milnes at a base salary of \$40,000.00. The additional amount of \$1,250 for Treasurer's duties will be in addition to this base salary. Motion passed unanimous.

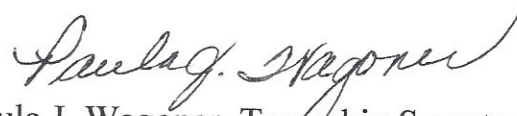
Discussion was held on Mrs. Milnes request for 4 days off with pay as these days were approved by her present employer. Mr. Hoover noted that this is a common practice with new hires as a condition of employment and made the motion to grant her request. Seconded by Mr. Mahosky the motion passed unanimous. Additional benefits provided will be as per the Township's Personnel Policy.

Upon Mrs. Milnes giving her 2 week notice at the District Attorney's office (current employer), discussion was held on the timeline of training to be provided by Mrs. Wagoner. Although Mrs. Wagoner will be taking time off, due to her

daughter's pregnancy, she advised that she will be available through and including April for the training of Mrs. Milnes. In the event Mrs. Wagoner is not at the office on the first day, the present office staff will be available.

There being no further business to be brought before the Board, motion was made by Mr. Inman to adjourn. Seconded by Mr. Mahosky the meeting adjourned at 5:40 p.m.

Respectfully submitted:

A handwritten signature in cursive script, appearing to read "Paula J. Wagoner".

Paula J. Wagoner, Township Secretary

Copy: Board of Commissioners
Ken Fawcett