

## **Borough of Somerset Organizational Meeting January 2<sup>nd</sup>, 2018 at 7:00 p.m.**

Meeting was called to order by Mayor Scott Walker, opening with recitation of the Pledge of Allegiance to the Flag.

### **Roll Call:**

Council Members Present: Ruby Miller; Fred Rosemeyer; Judy Pyle; Pam Ream; Steve Shaulis; and Gary Thomas.

Absent was Council Member Sue Opp.

Mayor Scott Walker was also present.

Junior Council Member Maria Weimer was present.

Also present were the following: Borough Manager Michele Enos; Director of Finance Brett Peters; Chief of Police Randy Cox and Solicitor James Cascio.

### **Nominations for President of Borough Council – Election**

Mrs. Ream nominated *Mrs. Ruby Miller* for President of Council, seconded by Mr. Thomas.

Mr. Thomas moved that the nominations be closed.

The nomination of ***Mrs. Ruby Miller*** for ***President of Borough Council***:

Motion Unanimously Carried

### **Nominations for Vice-President of Borough Council – Election**

Mrs. Pyle nominated *Mr. Fred Rosemeyer* for Vice-President of Council, seconded by Mrs. Miller.

Mrs. Miller nominated *Mrs. Pam Ream* for Vice-President of Council, seconded by Mr. Thomas.

A show of hands was used to vote for each nominee. 4 voted in favor of *Mrs. Pam Ream (Ruby Miller; Pam Ream; Steve Shaulis and Gary Thomas)*.

2 voted in favor of *Mr. Fred Rosemeyer (Fred Rosemeyer and Judy Pyle)*.

***Mrs. Pam Ream*** was elected to the office of ***Vice-President of Borough Council***.

**Nominations for President Pro-Tem of Borough Council – This person will preside in the event that both the President & Vice-President are absent at a meeting at which there is still a quorum.**

Mrs. Miller nominated *Mr. Fred Rosemeyer* for President Pro-Tem of Council, seconded by Mrs. Ream.

Mr. Thomas moved that the nominations be closed. All were in favor of ***Mr. Fred Rosemeyer*** being elected to the office of ***President Pro-Tem of Borough Council***.

Motion Unanimously Carried

**\*PRESIDENT OF COUNCIL ASSUMES CHAIR AND PRESIDES\***

**Adoption of Resolution No. 2018-01 – Appointing a Depository for Borough funds for 2018-2019.**

Ms. Enos explained that the current Depository for the Borough funds is Somerset Trust Company.

**Motion**

Mrs. Ream moved, Mr. Thomas seconded to appoint Somerset Trust Company as Somerset Borough's Depository for 2018-2019.

Motion Unanimously Carried

***Resolution***  
***No. 2018-01***

*WHEREAS, it has been the policy of the Council of the Borough of Somerset to designate its Depository every two years, and;*

*WHEREAS, it is the desire of Council to continue with the same Depository for the years 2018– 2019;*

*NOW THEREFORE, BE IT RESOLVED, that Somerset Trust Company is hereby named the Depository of Borough funds for the years 2018-2019, provided that Somerset Trust Company enters into a Depository Agreement with the Borough of Somerset, and pledges as*

*security for all Borough accounts, an amount of securities equal to 120 percent of the total amount of all Borough funds.*

**ADOPTED this 2<sup>nd</sup> day of January 2018.**

**Adoption of Resolution No. 2018-02 – Establishing meeting dates and times for year 2018-2019.**

Ms. Enos mentioned that currently we have the Committee of the Whole Meeting the second Monday of each month at 5:00pm. She also mentioned that the Council Meetings are currently set for the fourth Monday of each month at 7:00pm. She stated that they currently need to establish the meeting dates and times for the next two years.

**Motion**

Mr. Shaulis moved, Mrs. Ream seconded to establish the meeting dates and times for the years 2018-2019 as the current dates and times of each month.

Motion Unanimously Carried

**Resolution  
No. 2018-02**

*WHEREAS, The Borough of Somerset has conducted its regular monthly meetings at a specified time, date and location which have proven convenient to the Public;*

*NOW THEREFORE, We, the Council and Mayor of the Borough of Somerset, desiring to continue successful publicized meetings, hereby designate the fourth Monday of each month in the calendar years 2018 – 2019 at 7:00 p.m. Additionally the Council of the Borough of Somerset announces their Committee of the Whole meetings to be held the second Monday of each month in the calendar year 2018-2019 at 5:00 p.m. All meetings are held at our Municipal Building, 347 West Union Street, Somerset, PA. When the regular meeting dates fall on a Borough Holiday, the meetings will be held on the following day, Tuesday, at the same time and place.*

**ADOPTED this 2<sup>nd</sup> day of January 2018.**

**Sergeant-at-Arms – Designation of Sergeant-at-Arms by the President of Council.**

Mrs. Miller designated Chief of Police Randy Cox as Sergeant-at-Arms.

**Signatures for Signing Checks**

Ms. Enos stated that Somerset Trust is asking us for signatories for all of the Borough's accounts. She stated that what is required on every check that leaves the Borough, is one Management signature, one Council Member signature and the Bank who is listed as Treasurer. Ms. Enos stated that, in the past, we have had our President, Vice-President, and Mrs. Ream or Mr. Rosemeyer sign. She stated that this can remain the same. Ms. Enos stated that this needs a current approval in the Council Minutes, because this is something that Somerset Trust is requiring. Ms. Enos mentioned, too, that Mr. Ben Vinzani, herself, and Mr. Peters still remain on the check signatures. She stated that as far as the audit is concerned, our Auditor does not like Mr. Peters to sign any of the checks because there needs to be "checks and balances." She stated that Mr. Peters is the person preparing the checks, so the Auditor doesn't want him being the one signing it. It gives Mr. Peters the added benefit that if Ms. Enos is not available, then it will not hold up any signatures on the Management and Employee side. Ms. Enos mentioned that she would like to continue to do that if Council is comfortable with it as well.

**Motion**

Mr. Thomas moved, Mrs. Ream seconded to authorize the Somerset Trust Company's standard resolution form for an approved Signatories List.

Motion Unanimously Carried

**Adjournment:**

Mr. Shaulis moved to adjourn, seconded by Mrs. Pyle.

Motion Unanimously Carried

7:22 pm

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Michele A. Enos, Borough Manager/Secretary