

Agenda Setting Meeting- July 16 via teleconference

Discussion items:

- No contact from Bruce and Merrilee's
- Guys have been cleaning behind salt shed to prep for storage.
- Cameras have been delivered and the guys will install. Waiting for internet access.
- Office computer needs backed-up.
- Options for fire-proof storage
- Harrison St Bridge is limited to 3 tons which creates issues during parades. Cheri will contact police and fire departments
- Electric and gas supplier. Company we met with will save on gas costs, be slightly higher for electric.
- Union contract discussions to start Monday July 20.
- HRG will submit a summary to borough which will show where costs are directed.
- Payroll company has been having issues. Looking at other companies including one in Zelienople and QuickBooks.

Send to Neva:

- Draft an ordinance for emergency procedures

Motions for Meeting

- Appoint Beth Crowley as RTK Officer
- Allow secretary to verify and calculate bids as able.
- Motion to have off-site back-up for office computer.
- Motion to hire new payroll company
- Motion to change lock at office to keypad and master key.
- Action item for employee