
NORTH SEWICKLEY TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
Monday – January 5, 2026 - 6:00 pm

The regular meeting of the North Sewickley Township Board of Supervisors was held on Monday, January 5, 2026, at 6:00 pm, in the Meeting Room of the Municipal Building, 893 Mercer Road, Beaver Falls. In attendance were Township Supervisors, Engineer, David Ritsema, Secretary/Treasurer, Lisa Crespo, Clerk, Jamie Wolf, and various members of the public.

The meeting was called to order by Chairman, Emmett Santillo, followed by the salute to the flag.

ROLL CALL:

Emmett Santillo	Present
Brian Seeger	Present
Tom Roush	Present

PUBLIC SPEAK:

None

CORRESPONDENCE:

EQT – Natural Gas Pipeline Safety Pamphlet & Letter
PSATS – December 2025 News Bulletin

MINUTES:

Emmett Santillo made the motion to accept the regular meeting minutes of December 10, 2025, and the budget meeting minutes of December 30, 2025. Tom Roush seconded. All in favor.

REPORTS:

- A. Treasurer’s Report as of January 5, 2026
 - Current General Funds Balance \$503,372.20
 - Liquid Fuels Balance: \$131,519.99 as of December 31, 2025
- B. Building Permit Report, Address Assignments & Public Hearings – December 2025

4 building permits were issued, there was 1 zoning permit issued. There were no permits denied, there were no addresses issued/updated in the 911 portal and no public hearings. Detailed report is attached with the monthly meeting packet.
- C. Police Report/Code Enforcement Report December 2025

There were 112 calls for service, 5 citations issued, 5 warnings issued and no new ordinance violations - . Total Miles driven 1,962.2 - fuel consumed 224.5 gallons. Animal Control Report- No report provided. Submitted by Chief Tyler Kelosky.

 - a. Department Update by Chief Tyler Kelosky – Chief Kelosky informed the Supervisors it was a little busier because of the holidays
- D. Road Report December 2025
 - Freightliner electrical problem solved
 - '17 International repaired and in service
 - Old Freightliner is torn apart
 - Annual equipment maintenance parts/filters ordered
 - Spare cutting edges received
 - 1-ton plow frame ordered
 - Lots of plowing and salting
 - Riverside school sign ordered

Used 626.9 gallons of diesel fuel.

Used 52 gallons of gasoline.

Road report by Josh Syphrit, Road Foreman.

a.) Department Update – The road department is trying to keep up.

E. Engineer Report January 2, 2026

David Ritsema updated the Supervisors on 2024 LSA Grant applications that were submitted. The Bradshaw Park playground and the asphalt zipper were not awarded but the police department body cams were, just not the entire amount. We requested \$81,000 and they awarded \$30,000.

a. Monthly Engineers Report – Attached with the meeting packet

F. Ryan Long, Solicitor Report

a. None

ACTION ON BILLS:

Emmett Santillo made the motion to accept the bills as presented in the amount of \$116,410.66. Brian Seeger seconded. All in Favor.

UNFINISHED BUSINESS:

- A. **Motion by Emmett Santillo to approve Ryan Long to create the non-profit entity for the North Sewickley Township Police Department in preparation for fundraising events for a K-9 officer. Brian Seeger seconded. 2 ayes, 1 nay – Tom Roush – motion carries.**
- B. Update on snow removal for Crabapple – DR Horton is interested in the Township moving forward with snow removal and they would like to draft the agreement for Township review. Tom would like language in the agreement about damage to Township equipment is DR Horton's responsibility. The Township will make sure Ryan Long reviews the agreement.
- C. **Motion by Emmett Santillo to ratify the 2017 International cost for repairs from the Douglas Garage Invoice in the amount of \$9,785.75. Tom Roush seconded. All in favor.**

NEW BUSINESS:

A. None

PUBLIC COMMENT:

Scott Morrow – Discussion on the comprehensive plan that is being presented for review/comment and adoption by the Township. Alexis Pflugh commented her discussions from the meetings

Alexis Pflugh – Discussion on property taxes on Crabapple.

Ashley Fisher – Discussion on the repairs from Douglas Garage and the K-9 officer.

ADJOURNMENT:

At 6:53 pm. Emmett Santillo made a motion to adjourn. Tom Roush seconded the motion. All in favor.

NORTH SEWICKLEY TOWNSHIP
BOARD OF SUPERVISORS

2026 ORGANIZATION MEETING
Monday – January 5, 2026 - 6:00 pm

The Organization meeting of the North Sewickley Township Board of Supervisors was held on Monday, January 5, 2026, at 6:00 pm. at the North Sewickley Township Building, 893 Mercer Road, Beaver Falls. In attendance were Supervisors Emmett Santillo, Brian Seeger, Tom Roush, Engineer, David Ritsema, Secretary/Treasurer, Lisa Crespo, Clerk, Jamie Wolf, Road Foreman, Josh Syphrit, Police Chief, Tyler Kelosky and various members of the public.

Tom Roush opened the meeting with the Pledge of Allegiance and appointed Lisa Crespo, Secretary/Treasurer, as the temporary Chairperson for purposes of appoint a Chairman for 2026.

Election of Chairperson:

Temporary Chairperson, Lisa A. Crespo, asked for nominations for a Chairman. Brian Seeger nominated Emmet Santillo as Chairman. Emmett Santillo seconded. All in favor.

Chairman, Emmett Santillo, proceeds with the remainder of the meeting.

Vice Chairperson:

Motion by Emmett Santillo to nominate Brian Seeger as the Vice Chairman. Brian Seeger seconded. All in favor.

Resolution of Secretary/Treasurer:

Motion by Emmett Santillo to appoint Lisa Crespo as Secretary/Treasurer with Jamie Wolf appointed as Township Clerk as defined in Resolution 01052026. Tom Roush seconded. All in favor.

Appointment of Address Assignments/Changes

Motion Emmett Santillo to appoint Lisa Crespo, Jamie Wolf and Emma Brown as the office representatives that assign and change addresses in the 911 portal. Tom Roush seconded. All in favor.

Resolution to Establish Compensation of Office Staff:

Motion by Emmett Santillo to accept resolution 01052026-1 setting the Township Secretary/Treasurer, Lisa Crespo, wage at \$4,400/year. Clerk, Jamie Wolf, will receive hourly compensation of \$23.00/hr. which includes a \$1.00/hr. increase from 2025. And the Administrative Assistant will receive hourly compensation of \$17.40 with an allotment of 1500 hours per year. Tom Roush seconded. All in favor.

Establish the Amount of the Secretary/Treasurer and Clerk Bond:

Motion by Emmett Santillo to set the Secretary/Treasurer's and Clerk bond amount at \$1,800,000.00. Tom Roush seconded. All in favor.

Establish 2026 Holiday Schedule:

Motion by Emmett Santillo to establish the 2026 Holiday schedule with no changes from 2025: New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving, and the day after, Christmas Eve and Christmas Day, employee's birthday, Spring Election Day and Fall Election Day. Tom Roush seconded. All in favor.

Appointment of the Liaison to the Road Department:

Motion by Emmett Santillo to appoint Tom Roush as the Road Department liaison. Brian Seeger seconded. All in favor.

Appointment of the Liaison to the Police Department:

Motion by Emmett Santillo to appoint Brian Seeger as the Police Department liaison. Tom Roush seconded. All in favor.

Reappoint all Current Full and Part Time Union Employees with Increases as Stated in Union Contracts:

Motion by Emmett Santillo to reappoint all current full and part-time employees with increases as stated in the union contracts or at budget meetings. Tom Roush seconded. All in favor.

Appointment of Deputy Tax Collector:

Motion by Emmett Santillo to accept Kristen Kelosky as deputy tax collector as presented by Lauren Murphy. Brian Seeger seconded. All in favor.

Appointment of Township Solicitor:

Motion by Emmett Santillo to appoint Ryan Long as Township Solicitor noting that there was no increase for 2026 with a \$450.00 monthly retainer and no changes to the fee agreement since 2015 with a \$150.00 an hour rate. Brian Seeger seconded. All in favor.

Appointment of Township Engineer:

Motion by Emmett Santillo to appoint LSSE as Engineer and Zoning Officer and accept the compensation schedule submitted, noting that there was no increase to the retainer for 2026 which is \$100.00 per month. Brian Seeger seconded. All in favor.

Appointment of the Township Auditor:

Herrmann and Loll, CPA was previously appointed by the Board of Supervisors by Resolution 1210 of 2025 on December 10, 2025.

Appointment of Building Inspector:

Motion by Emmett Santillo to appoint MDIA as the Township building inspector based on the 2025 fee schedule, no increase proposed for 2026.

Zoning Fees and Township Permit Fees:

Motion by Emmett Santillo to approve 10% above the MDIA fees as building code permit fees, which remains the same from 2025. All other costs for permits remain the same for 2026, with changes as necessary by the Board of Supervisors. Tom Roush seconded. All in favor.

Appointment of Sewage Enforcement Officer:

Motion by Emmett Santillo to appoint the EADS Group as the primary SEO and Lisa Crespo as the secondary accepting both fee schedules presented, with increases from 2025. Tom Roush seconded. All in favor.

Appointment of Open Records Officer:

Motion to by Emmett Santillo appoint Jamie Wolf as the Open Records Officer and Lisa Crespo as the secondary. Tom Roush seconded. All in favor.

Appointment of Emergency Management Coordinator:

Motion by Emmett Santillo to appoint Justin Grogan as Emergency Management Coordinator with Jordan Hogue, NST Volunteer Fire Department, as the deputy EMC. Brian Seeger seconded. All in favor.

Appointment to the Vacancy Board:

Motion to Emmett Santillo to table the nomination to the Vacancy Board. Brian Seeger seconded. All in favor.

Appointments to Boards:

Sewer Authority & Water Authority:

Motion by Brian Seeger to accept the reappointment request from Emmett Santillo to the Water and Sewer Authority Board. Emmett Santillo seconded. All in favor.

Planning Commission:

Motion by Emmett Santillo to accept the reappointment request from Ron Reagle. Brian Seeger seconded. All in favor.

Motion by Brian Seeger to accept the resignation letter from Emmett Santillo regarding the Planning Committee Board. Emmett Santillo seconded. All in favor.

Motion by Tom Roush to appoint Kim Evans to the vacancy on the Planning Committee Board. Emmett Santillo seconded. All in favor.

Zoning Hearing Board:

Motion by Emmett Santillo to approve Resolution 01052026-2 re-appointing Carissa Neary to the Zoning Hearing Board. Tom Roush seconded. All in favor.

Motion by Emmett Santillo to table the appointment for the Alternate 2 vacancy. Brian Seeger seconded. All in favor.

Previously supplied volunteer applications were presented for review for any vacant positions

Select Depository and Select Signers:

Motion by Emmett Santillo for the Township General monies to remain with WesBanco, Franklin Township office, all current accounts with WesBanco will remain, Liquid Fuels monies will remain with PLGIT, Edward Jones will remain with savings and APRA monies. All current Supervisors and Township Secretary/Treasurer Lisa Crespo, are delegated as signers to the Accounts. All accounts require two signatures. Brian Seeger seconded. All in favor.

Establish Time and Dates for Regular Monthly Meetings:

Motion by Emmett Santillo to set the Township Regular monthly meetings on the second Wednesday of every month at 6:00 pm, with the exception of the November meeting being re-scheduled for Thursday, November 12th due to the Veterans Day Holiday. Planning Committee meetings will be on the first Tuesday of each month at 6:00 pm with the meeting in November re-scheduled for Wednesday the 4th of November due to Election Day being on the 3rd. Secretary/Treasurer to advertise all meeting dates. Tom Roush seconded. All in favor.

Certify Delegates to the PSATS Annual Conference and Designate the Voting

Delegate:

Motion by Emmett Santillo to authorize all Supervisors, Secretary/Treasurer, and Clerk to attend the annual conference and appoint Tom Roush as voting delegate for PSATS. Tom Roush seconded. All in favor.

Appointment Beaver County COG Delegate/Alternate:

Motion by Emmett Santillo to appoint Brian Seeger as Beaver County COG delegate, with Tom Roush as the alternate. Tom Roush seconded. All in favor.

Beaver County Tax Collection Committee (BCTCC) Voting Delegate Appointment:

Motion by Emmett Santillo to appoint the primary voting delegate as the Secretary/Treasurer, Chairman as the first alternate voting delegate and the second alternate voting delegate is the Local School District Business Manager as per resolution 01052026-3. Brian Seeger seconded. All in favor.

Establish Mileage Reimbursement Rate:

Consistent with the IRS, motion by Emmett Santillo to establish the mileage reimbursement rate of 0.725 cents per mile driven for business use, up 2.5 cents from 2025. Tom Roush seconded. All in favor.

Tax Levy 2026:

Motion by Emmett Santillo to accept Resolution 01052026-4 setting the Tax mill at 1.76158 for General Tax Purposes, which is a 20% increase from 2025. The Fire Protection Tax rate is set to 0.25 which is the same from 2025, the Fire Hydrant Tax Rate is \$9.00 which is no increase from 2025 and the Street Light tax is \$2.00 on each assessed parcel, which is no increase from 2025.

NST Volunteer Fire Company Motor Vehicle Accident Rescue Rate Structure:

Motion by Emmett Santillo to accept Resolution 01052026-5 accepting the rate structure submitted by the NST-Volunteer Fire Department in accordance with Ordinance 070814 with no change from 2025.

Emmett Santillo made the motion to adjourn the Organization Meeting and move to the Regular Business meeting at 6:12 pm, Brian Seeger seconded. All in favor.