

**Millcreek Township Government Study Commission  
Regular Meeting**

**June 9, 2025**

The regular meeting of the Millcreek Township Government Study Commission (GSC) was called to order at 6:30 p.m. by Chairman Paul Vojtek in the Assembly Room of the Millcreek Township Municipal Building. In attendance were Paul Vojtek, Art Oligeri, John DiPlacido, Bill Schaaf, James DeDad, Donna Shaw and Robert Zonna; Alternates Bob Enas, Kim Huff, Douglas Krugger, Marcia Terry and Suzanne Weber; PA DCED Local Government Specialist Mary Ammann and Sheryl Williams. ALOM/Public Partner Consultants Toby Cordek and Jerry Andree were also present. Absent was Alternate Nancy Shea.

Following the Pledge to the Flag, Mr. Vojtek called for public comment on agenda items. No public comment was offered.

On motion by Mr. Schaaf, seconded by Mr. Oligeri, the minutes of the May 22, 2025 regular meeting were approved by unanimous roll call vote.

On motion by Mr. Schaaf, seconded by Mr. DiPlacido, the bills from Sheryl Williams, Recording Secretary, Millcreek Township (copying), Vivx LLC, Werkbot Studios and WQLN totaling \$2,496.36 were approved for payment by unanimous roll call vote.

Committee Reports

Budget Committee Chairman James DeDad reported that the budget is on track with a balance of \$54,886.15 before the payment of tonight's bills.

Local Government Structure Committee Chairman John DiPlacido stated there is no report from his committee, as they did not meet this past month.

Public Outreach, Public Relations, Public Education and Promotions Committee Chairman Art Oligeri announced that his committee met earlier today and clarified that if residents vote to change the form of government, Millcreek will still remain a Township of the Second Class. He reported that the GSC is on schedule and is following the timeline suggested by the ALOM consultants. He explained that there were informational handouts/cards left from the polls and encouraged the Commissioners to take and distribute them throughout the Township over the summer. Mr. Oligeri reported that the GSC website has been working well, that his committee is staying within its budget, and that Commission members continue to provide monthly reports on Social Media and on WICU TV. He relayed that Mr. Schaaf has been attending the Board of Supervisors meetings and giving brief reports on the GSC's progress, and that discussion continues regarding fall outreach.

Committee of the Whole

Consultant Toby Cordek explained what would happen if a new form of government is approved at the November election. He said that a Township is required under state law to create an Administrative Code, which is adopted by an ordinance of the governing body. He noted that when an electorate adopts a new form of government under the PA Optional Plan Law, the governing body appoints a transition team, and the transition team prepares the Administrative Code. The Administrative Code primarily lays out governing body procedures and meeting conduct, administrative procedures and summary position descriptions of key employees, and may contain sections on Authorities, Boards and Commissions, and other areas, such as Fiscal Procedures. Mr. Cordek anticipates that it should not be too daunting of a task, since the Township job position descriptions that are already in place are very good, and many other municipalities have Administrative Codes that can be referenced.

Mr. DiPlacido asked about any new items that would have to be adopted into the code, to which Mr. Cordek replied that new council procedures and policies would need to be adopted and could be found by researching what other Township Councils have adopted. He reminded the Commission that they have one year to create and adopt the Administrative Code, but that it could be completed in several months.

Mr. Wojtek announced that the Commission would now commence a review of a Draft Table of Contents for the Final Study Commission Report, but noted that it is a working document and may have items added or removed. He read each item, and discussion ensued regarding the wording of the question to be placed on the ballot. Mr. Cordek referenced Section 2925 under Title 29 of the Municipalities Code on Form of Question on Form of Government, explaining that the law states that the question must be placed "verbatim" in the final report and on the ballot. He added that Section 2926 permits an explanatory statement to be added in which the Commission "frames" or interprets the question.

Mr. Cordek confirmed that the Commission has until August 14, 2025 to complete and adopt the Final Report, but suggested that they aim for the last meeting in July so that the Secretary and Commissioners have time to deliver the report to the Election Office.

There being no further questions from the Commissioners on this item, Mr. Wojtek moved on to New Business.

#### New Business

On recommendation of Mr. Wojtek, it was moved by Ms. Shaw and seconded by Mr. Schaaf, to appoint the following Commissioners to serve on the Report Committee with the Consultants to begin creating a rough draft of the Final Committee Report: Mr. Oligeri, Mr. DeDad and Mr. DiPlacido. Motion carried by unanimous roll call vote.

#### Other Business

Mr. Schaaf suggested that a plan be created to address inaccurate information that may have been given to the public by other Township officials. Mr. Wojtek replied that it can be discussed closer to the election, but noted that they cannot control what other people say, and suggested that the Commissioners continue to present information to the public as they have been doing. Mr. Zonna commended Mr. Schaaf for his public comments at recent Supervisor meetings, and Mr. DeDad reported that Alternate Kim Huff has been working on "Frequently Asked Questions" to upload to the Commission's website in the near future.

#### Public Comment

Millcreek resident Candy Horm thanked the Commission for their hard work and asked who the electorate is? Mr. Wojtek replied that questions will be recorded and answered later in the meeting.

Millcreek resident Linda Trohoske opined that a change in Millcreek Township government is unnecessary, and questioned the actual cost of switching to a new form of government if there is no clear and measurable benefit to taxpayers in both justification in service quality and cost savings. She asked for full transparency with the accounting of the costs.

Millcreek resident Shawn Held asked what a change in government will cost, noting that a change will impact his generation more, and asked for both the pros and cons of changing Millcreek's government and the rationale of why five (5) Supervisors are better than three (3).

Planning Commissioner Doug Prozan objected to the Commission using taxpayer money to print yard signs and informational handouts to hand out at the election polls. He also asked what the advantage

is to change the entire form of government to Council/Manager when a Township Manager can be hired now under the present form of government, which would be save costs. Mr. Vojtek replied that his question will be answered later in the meeting.

Millcreek resident Dennis McAndrew reminded voters that they have the power to vote NO to the referendum, and asked the Commission again for a comparison of the pros and cons to change the current form of government and how they came to their decision to vote for the change.

Millcreek resident Gerald Servidio questioned why the vote to recommend a change in government came so early in the study process, and asked Mr. DeDad to present the actual cost comparison of changing the form of government vs. keeping the present form of government. He also expressed concern about an appointed Township Manager who would not be required to live in Millcreek, and what the cost would be if he or she does not do a good job and must be bought out of his/her contract. Mr. Servidio then questioned why the consulting firm chosen for the study is mostly made up of former managers.

GSC Alternate Sue Weber thanked the Commissioners for working at the polls and handing out information on the Commission's progress. She claimed that Mr. Prozan's study commission did not interview sixty (60) employees in 2012. She stated that a Township Manager can be required to live in the Township where employed, that a Manager contract can be written regarding hiring and firing, and noted that the final report will explain how the Commission made its decision.

GSC Alternate Kim Huff stated that of the top twenty-five (25) most populated townships in Pennsylvania, twenty-three (23) have the Council/Manager form of government, one (1) has the Council/Mayor form of government, and Millcreek has three (3) Supervisors. She opined that there must be a separation of duties in government, and expressed concern that the current Supervisors will not allow a Township Manager, if hired now, to be the Executive and run the Township.

Mr. Prozan returned to defend the fact that he had collected signed confidentiality agreements from all sixty (60) employees interviewed in the last Government Study, that the PA Second Class Township Code was updated in 1995, and that there are 1400 Townships of the Second Class in PA that are still maintaining a Board of Supervisors form of government. He noted that one of the townships that went to the Council/Manager form of government decided to switch back because it did not work for them, and encouraged the Commission not to "reinvent the wheel."

Millcreek resident Sheri Campbell expressed concern that the proposed change in government could cost more money than anyone realizes. She opined that the Government Study is unnecessary and questioned whether it was politically driven and if it is in the taxpayers' best interest. She emphasized that the Consultants are costing \$78,000, and opined that the election handouts/cards that were distributed cost money and were not necessary.

Millcreek resident Ann Silverthorn stated that the Township could hire a Manager, but she has concerns that the current Supervisors would not step down and become part-time at an annual salary of \$8700 each. She addressed previous comments about the election handouts/cards, stating that they were not propaganda as others had claimed.

#### Good of the Order:

Mr. Vojtek addressed some of the questions asked during the Public Comment portion of the meeting.

He explained that the voters are the "electorate."

Regarding the advantage of having a Township Manager, he stated that currently there is a lack of separation of duties and opined that a Manager would carry out the direction of Council with a cost

savings by electing five (5) part-time Supervisors. He added that hiring a Manager could possibly lower the Township's current legal expenses.

Mr. Vojtek shared that he came to the Government Study Commission with an open mind on which form of government is best, and as he learned about the various optional forms of government he began to form an opinion. He stated that he believes five (5) Supervisors are better than three (3) because residents would not have to quit their full-time jobs to serve in Township government.

Mr. Vojtec addressed comments about the Commission rushing the study process by already voting on their recommendation to change the form of government by stating that the Commission interviewed seven (7) townships, and the information learned helped him form a clear opinion. He opined that it would be more cost effective to hire a Manager and possibly Assistant Managers with benefits and elect five (5) part-time Supervisors rather than maintain three (3) full-time Supervisors with benefits.

Mr. Oligeri stated that the purpose of the handouts at the polls was to be transparent and to communicate to the voters what the Commission has learned. He relayed that each township that was interviewed preferred having five (5) elected part-time Supervisors to hinder collusion and to add more diversity and experience to the Board. He reported that the Commission read, analyzed and discussed the various forms of optional governments and followed the scheduling recommendations of the consultants, noting that the Commission is on schedule. He stated that the final report will explain some of the questions as well, and opined that there were many differences in how townships with Manager/Council governments operate vs. how Millcreek Township functions.

Mr. Zonna explained that he works with many Townships of the Second Class, and relayed that an Erie County Supervisor told him that it took him almost six (6) years to understand his job. Mr. Zonna said he wants to do the right thing to make Millcreek better for the next generation.

Mr. Schaaf reminded everyone that the budget for the Commission was approved by the Board of Supervisors, and that the GSC is staying within the budget with no extravagant expenses. He noted that the Commissioners traveled at their own expense to interview other Townships. Mr. Schaaf then thanked the audience for coming to the meeting during this evening's horrific rainstorm.

Mr. DiPlacido emphasized the importance of the separation of legislation and administrative duties in government. He opined that it would be better for employees to have a qualified Manager operating the Township.

Mr. Cordek clarified that once a change in government is voted in, it must stay in place for five (5) years until another change can be made. He also explained that Township Managers serve as "at will" employees and can be fired at any time, but most have severance clauses in their employee agreements. He noted that most Managers want to live in the community where they are employed, and relayed that he toured Millcreek and found it to be beautiful. He believes that Millcreek would attract good managerial candidates who would want to live and work here.

Mr. Cordek mentioned that elected Supervisors currently serve six-year terms, but under the Council/Manager form of government, they would serve four-year terms. He also opined that later meeting times would be more convenient for the public to attend.

Mr. DeDad encouraged residents to listen to recordings from previous meetings to learn more about why the Commissioners voted the way they did.

Mr. Vojtek announced that future meetings will follow the format of tonight's meeting, meaning that Public Comment will be received first, followed by the Commissioners answering previous questions asked by the public, but there will be no open debate. He relayed that public forums for question-and-answer sessions will be offered in the future.

There being no further business or public comment, the meeting was unanimously adjourned at 7:57 pm on motion by Mr. Schaaf, seconded by Mr. Oligeri.

Respectfully submitted,

*Sheryl A. Williams,*  
Recording Secretary

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Approved June 23, 2025

**MILLCREEK TOWNSHIP GOVERNMENT STUDY COMMISSION**

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John DiPlacido, Secretary