

**CALLERY BOROUGH REORGANIZATIONAL MEETING
MONDAY, JANUARY 5, 2026
7:00 PM**

The January 5, 2026 Reorganizational Meeting was called to order at 7:00 PM by Mayor Allan Wirtz. All present recited the Pledge of Alligence and roll call was taken.

Members Present: Mike Brandl, Bob Dugan, Randy Hoffman, Crystal Huffman, John Reed, Linda Wearing, Rose Marie Wirtz and Mayor Allan Wirtz.

Council Members:

Council President and Vice President:

The Mayor asked for nominations for Council President. Mike Brandl nominated Rose Marie Wirtz. There were no other nominations. A motion was made by Mike Brandl, seconded by Bob Dugan to appoint Rose Marie Wirtz as Council President. A vote was taken and the motion passed unanimously.

The Mayor asked for nominations for Council Vice President: Crystal Huffman nominated John Reed. There were no other nominations. A motion was made by Crystal Huffman, seconded by Rose Marie Wirtz, to appoint John Reed as Vice President. A vote was taken and the motion passed unanimously.

At this point the meeting was turned over to President Rose Marie Wirtz to continue reorganization.

A. Administration

- 1.) A motion was made by Crystal Huffman, seconded by Linda Wearing, to appoint Alice A. Wahl as Secretary/Treasurer. A vote was taken and the motion passed unanimously.
- 2.) A motion was made by Linda Wearing, seconded by Rose Marie Wirtz, to set the bond for 2026 @ \$100,000. A vote was taken and the motion passed unanimously.
- 3.) A motion was made by Bob Dugan, seconded by John Reed, to appoint Al Wirtz as Borough Foreman. A vote was taken and the motion passed unanimously.
- 4.) A motion was made by Crystal Huffman, seconded by Rose Marie Wirtz to appoint John Reed as the Borough's Representative to the Butlerr County Council of Governments. A vote was taken and the motion passed unanimously.
- 5.) A motion was made by Crystal Huffman, seconded by Linda Wearing, to appoint First Commonwealth Bank and Baird as depositories for Callery Borough's general operating and interest bearing investment accounts. A vote was taken and the motion passed unanimously.
- 6.) **Establish 2026 Regular Meeting Locations, Times and Dates**

A motion was made by Bob Dugan, seconded by John Reed, to set the regular monthly meetings to be held at the Callery Borough Municipal Building at 7:00 PM the first Monday of each month that is **not** a holiday. A vote was taken and the motion passed unanimously.

7.) **Publication of Public Notices:**

A motion was made by Bob Dugan, seconded by Mike Brandl, to designate the **Butler Eagle** for the publication of Callery Borough's legal notices. A vote was taken and the motion passed unanimously

8.) **Appoint Zoning Hearing Board:**

Appointment to appoint Karen Gianichini for a (3) year term was made by Crystal Huffman, second by Bob Dugan. A vote was taken and passed unanimously.

9.) **Appoint Callery Borough Auditors:**

A motion was made by Mike Brandl, seconded by Bob Dugan, to appoint the firm of Hosack, Specht, Muetzel & Wood as the Borough Auditors. A vote was taken and the motion passed unanimously.

10.) **Establish Mileage Reimbursement Rate:**

___ A motion was made by Crystal Huffman, seconded by Bob Dugan, setting the Borough's mileage reimbursement at 72.5 cents as established by the Internal Revenue Service. A vote was taken and passed unanimously.

B. Contracted Services:

- 1.) A motion was made by Crystal Huffman, seconded by Bob Dugan, to appoint Code Enforcement Assoc. as the building code enforcement firm, Third Party Inspector, for Callery Borough. A vote was taken and passed unanimously.

C. Professional Services:

1.) **Appointment of Solicitor:**

A motion was made by Mike Brandl, seconded by Rose Marie Wirtz, to appoint Thoms Smith as Solicitor for Callery Borough. A vote was taken and passed unanimously.

2.) **Appointment of Engineer:**

A motion was made by Bob Dugan, seconded by Mike Brandl, appointing Herbert, Rowland and Grubic (HRG) as primary Engineer. A vote was taken and passed unanimously.

3.) **Appointment of Alternate Engineer:**

A motion was made by Chystal Huffman, seconded by Rose Marie Wirtz, to appoint Baker Engineering as secondary engineer. A vote was taken and passed unanimously.

4.) **Zoning and Code Enforcement Officer:**

A motion was made by Crystal Huffman, seconded by Bob Dugan to appoint Sandra Cox as Zoning and Code Enforcement Officer. A vote was taken and passed unanimously.

D. **Tax Services:**

1.) **Appointment of Real Estate Transfer Tax Collector:**

A motion was made by Bob Dugan, seconded by Mike Brandl, to appoint the Butler County Recorder of Deeds as the collector of the Real Estate Transfer Tax. A vote was taken and passed unanimously.

2.) **Appointment of Real Estate Tax Collector**

A motion was made by by Bob Dugan, seconded by Rose Marie Wirtz, to appoint the Butler County Treasurer's Office as collector of the Borough's Real Estate Tax. A vote was taken and passed unanimously.

3.) **Tax Collector for Local Service Tax, Earned Income Tax, Borough Per Capita Tax**

A motion was made by Bob Dugan, seconded by John Reed to appoint Berkheimer Tax Associates as the collector for the Local Service Tax, Earned Income Tax, and Borough Per Capita Tax . A vote was taken and passed unanimously.

4.) **Tax Collector for Deliquet Local Service Tax, Earned Income Tax Borough Per Capita Tax**

A motion was made by Bob Dugan, seconded by Mike Brandl, to appoint Berkheimer Tax Associates as the collector of **deliquet** Local Service Tax, Earned Income Tax and the Borough Per Capita Tax. A vote was taken and passed unanimously.

E, **Emergency Services:**

1.) **Appointment of Callery Volunteer Fire Department and Quality Emergency Medical Services Inc.**


A motion was made by Mike Brandl, seconded by Bob Dugan, to appoint the Callery Volunteer Fire Department and Quality Emergency Medical Service Inc. as the Borough's **primary** emergency service providers. A vote was taken and passed unanimously.

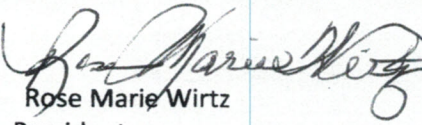
2.) **Appointment of Emergency Management Coordinator:**

A motion was made by Bob Dugan, seconded by Mike Brandl, appointing Christine Clutter as the Emergency Management Coordinator for Callery Borough. A vote was taken and passed unanimously.

With all appointments made with a unanimous vote a motion was made by Bob Dugan, seconded by Mike Brandl to adjourn the 2026 Reorganization Meeting. A vote was taken and the meeting adjourned at 7:08 PM.

Respectfully submitted


Alice A. Wahl
Secretary/Treasurer


Rose Marie Wirtz
President