

January 5, 2015
Monday, 1:00 p.m.

MINUTES: REORGANIZATION

APPOINT TEMPORARY CHAIRMAN:

Motion made by Mr. Vollmer and second of Mr. Rohner to appoint John P. Sivick temporary chairman. Unanimous.

Mr. Sivick called the meeting to order at 1:00 p.m. Also present were Richard C. Vollmer, Supervisor; Robert H. Rohner, Jr., Supervisor and Secretary/Treasurer and Robert F. Bernathy, Esquire.

APPOINT CHAIRMAN:

Motion made by Mr. Vollmer and second of Mr. Rohner to re-appoint John P. Sivick chairman. Unanimous.

APPOINT VICE CHAIRMAN:

Motion made by Mr. Rohner and second of Mr. Sivick to re-appoint Richard C. Vollmer vice chairman. Unanimous.

APPOINT SECRETARY/TREASURER:

Motion made by Mr. Vollmer and second of Mr. Sivick to re-appoint Mr. Rohner secretary/treasurer. Unanimous.

APPOINT ASSISTANT SECRETARY/TREASURER:

Motion made by Mr. Rohner and second of Mr. Sivick to re-appoint Mary Ann Conza assistant secretary/treasurer. Unanimous.

RECOMMENDATION FOR THE AMOUNT OF THE TREASURER'S BOND (\$2.8m) AND THE ASSISTANT'S BOND (\$100,000):

Motion made by Mr. Vollmer and second of Mr. Sivick to set the treasurer's bond at \$2,800,000.00 and the assistant's bond at \$100,000.00. Unanimous.

APPOINT ROADMASTER/PUBLIC WORKS DIRECTOR:

Motion made by Mr. Rohner and second of Mr. Vollmer to re-appoint John P. Sivick roadmaster and public works director. Unanimous.

APPOINT LEGAL COUNSEL FOR SUPERVISORS AND PLANNING COMMISSION:

Motion made by Mr. Rohner and second of Mr. Sivick to re-appoint Robert F. Bernathy, Esq. as the township solicitor for the supervisors and planning commission. Unanimous.

Motion made by Mr. Sivick and second of Mr. Vollmer to increase Mr. Bernathy's rate by \$10.00 per hour. Unanimous.

APPOINT LEGAL COUNSEL FOR THE ZONING HEARING BOARD:

Motion made by Mr. Vollmer and second of Mr. Rohner to re-appoint Donald Karpowich, Esq. as the legal counsel for the zoning hearing board. Unanimous.

APPOINT TOWNSHIP ENGINEER:

Motion made by Mr. Vollmer and second of Mr. Rohner to appoint the firm of Boucher & James township engineers. Unanimous.

APPOINT ALTERNATE TOWNSHIP ENGINEER:

Motion made by Mr. Vollmer and Mr. Rohner to appoint the firm of Gilmore and Associates alternate township engineers. Unanimous.

Motion made by Mr. Sivick and second of Mr. Rohner to increase Gilmore and Associates rate by \$10.00 per hour. Unanimous.

APPOINT ZONING OFFICER AND ALTERNATE:

Motion made by Mr. Sivick and second of Mr. Vollmer to re-appoint Stanley Whittaker zoning officer and Edward Bland alternate zoning officer. Unanimous.

APPOINT BUILDING CODE OFFICIAL, CODE ENFORCEMENT OFFICER, DEPUTY CODE ENFORCEMENT OFFICER AND COMMERCIAL CODE ENFORCEMENT OFFICER:

Motion made by Mr. Sivick and second of Mr. Vollmer to re-appoint Edward Bland building code official and code enforcement officer for residential, and re-appoint BIU of PA, Inc. deputy code enforcement officer for residential and commercial code enforcement officer. Unanimous.

APPOINT SEWAGE OFFICER AND ALTERNATE:

Motion made by Mr. Vollmer and second of Mr. Sivick to re-appoint Edward Bland sewage enforcement officer and James Conza alternate sewage enforcement officer. Unanimous.

APPOINT PLANNING COMMISSION MEMBER:

Motion made by Mr. Sivick and second of Mr. Vollmer to re-appoint Peter Contino planning commission member. Unanimous.

Jeffery Porter had been appointed at the supervisors' December 3, 2014 meeting.

APPOINT ZONING HEARING BOARD MEMBER:

Joseph D'Ambrozio had been appointed at the supervisors' December 3, 2014 meeting.

APPOINT MEMBER TO THE VACANCY BOARD:

Motion made by Mr. Sivick and second of Mr. Vollmer to re-appoint Arthur Garris, Jr. vacancy board member. Unanimous.

APPOINT WATER AND SEWAGE AUTHORITY MEMBERS:

Motion made by Mr. Sivick and second of Mr. Vollmer to re-appoint Peter Contino, June Cestone, Mary Galayda, Kevin Brady and Mary Ann Conza members of the water and sewage authority. Unanimous.

APPOINT LOCAL ENABLING ACT TAX COLLECTOR:

Motion made by Mr. Rohner and second of Mr. Sivick to re-appoint Berkheimer Associates the local enabling act tax collector. Unanimous.

APPOINT REPRESENTATIVE TO THE PIKE COUNTY COG AND POCONO MOUNTAIN COG:

Motion made by Mr. Sivick and second of Mr. Rohner to appoint John P. Sivick representative to the Pike County and Pocono Mountain COGs. Unanimous.

APPOINT TOWNSHIP HISTORIAN:

Motion made by Mr. Sivick and second of Mr. Vollmer to re-appoint the Bushkill Historical Society the township historian. Unanimous.

DESIGNATE TWO (2) NEWSPAPERS FOR ADVERTISING:

Motion made by Mr. Sivick and second of Mr. Rohner to designate the Pocono Record and the Pike County Dispatch as the newspapers for advertising. Unanimous.

SET DAY AND TIME FOR REGULAR BOARD MEETINGS:

Motion made by Mr. Sivick and second of Mr. Rohner to set the regular board meetings for the first and third Wednesday of each month at 7:00 p.m., every Tuesday at 10:00 a.m. as needed and Monday through Friday at 2:30 p.m. as needed. Unanimous.

AUTHORIZE THE SUPERVISORS TO WORK ON THE ROADS:

Motion made by Mr. Vollmer and second of Mr. Sivick to authorize the supervisors to work on the roads.

Unanimous.

DESIGNATE BANKS AND INVESTMENT TRUST:

Motion made by Mr. Rohner and second of Mr. Vollmer to designate PNC Bank, Wayne Bank and PLGIT as the banks and investment trust. Unanimous.

AUTHORIZE THE SECRETARY/TREASURER TO PAY SALARIES, POSTAGE AND MEETING PAY AS NECESSARY:

Motion made by Mr. Sivick and second of Mr. Vollmer to authorize the secretary/treasurer to pay salaries, postage and meeting pay as necessary. Unanimous.

AUTHORIZE THE SECRETARY/TREASURER TO MAKE INVESTMENTS AND/OR TRANSFERS AS NEEDED:

Motion made by Mr. Sivick and second of Mr. Vollmer to authorize the secretary/treasurer to make investments and/or transfers as needed. Unanimous.

AUTHORIZATION FOR SIGNATURES ON CHECKS:

Motion made by Mr. Sivick and second of Mr. Vollmer to authorize the three (3) supervisors and the assistant secretary/treasurer as signatories on checks. Unanimous.

AUTHORIZE FOR ATTENDANCE OF SUPERVISORS AND SECRETARY/TREASURER TO THE ANNUAL CONVENTION AND APPOINT VOTING DELEGATE:

Motion made by Mr. Vollmer and second of Mr. Sivick to authorize the supervisors and the secretary/treasurer to the annual convention, and to appoint John P. Sivick the voting delegate. Unanimous.

AUTHORIZE ATTENDANCE TO SEMINARS AND CONFERENCES:

Motion made by Mr. Sivick and second of Mr. Vollmer to authorize the attendance of employees to seminars and conferences. Unanimous.

SET SALARIES WITH EFFECTIVE DATE:

Motion made by Mr. Rohner and second of Mr. Vollmer to set new hourly rates (on file) to begin with Pay #1 for 2015. Unanimous.

APPROVE THE EMPLOYEE BENEFITS AND INFORMATION:

Motion made by Mr. Sivick and second of Mr. Vollmer to approve the employee benefits and information as written. Unanimous.

DESIGNATE PRIMARY AMBULANCE PROVIDER:

Motion made by Mr. Sivick and second of Mr. Rohner to designate Bushkill Ambulance Corp the township's primary ambulance provider. Unanimous.

DESIGNATE THE CERTIFIED PUBLIC ACCOUNTANT FOR THE AUDIT OF THE 2014 RECORDS – RESOLUTION NO. 298:

Motion made Mr. Rohner and second of Mr. Sivick to pass Resolution No. 298 (on file), which designates Julian Kirk, C.P.A. to perform the audit of the 2014 financial records. Unanimous.

APPOINT OPEN RECORDS OFFICER:

Motion made by Mr. Sivick and second of Mr. Vollmer to re-appoint Robert H. Rohner, Jr. open records officer. Unanimous.

APPOINT MEMBERS TO CODE ENFORCEMENT APPEALS BOARD:

Motion made by Mr. Sivick and second of Mr. Vollmer to re-appoint Peter Contino, Kevin Brady and Victor Cestone to the code enforcement appeals board. Unanimous.

APPOINT RECREATION COMMITTEE CHAIRMAN:

Motion made by Mr. Sivick and second of Mr. Rohner to re-appoint Timothy Foglio recreation committee chairman. Unanimous.

APPOINT EMERGENCY MANAGEMENT DIRECTOR:

Motion made by Mr. Sivick and second of Mr. Vollmer to re-appoint Edward Bland emergency management director. Unanimous.

APPOINT RECYCLING COORDINATOR:

Motion made by Mr. Rohner and second of Mr. Sivick to re-appoint Stanley Whittaker recycling coordinator. Unanimous.

APPOINT REPRESENTATIVES AND ALTERNATE TO OAK GROVE MULTI-MUNICIPAL COMPOST PROCESSING BOARD:

Motion made by Mr. Sivick and second of Mr. Vollmer to re-appoint John P. Sivick and Richard C. Vollmer members and Stanley Whittaker, alternate member. Unanimous.

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ADJOURNMENT:

There being no further business, meeting adjourned at 1:15 p.m. by the motion of Mr. Sivick and second of Mr. Rohner. Unanimous.

Respectfully submitted,

Robert H. Rohner, Jr.
Secretary/Treasurer

January 5, 2015

Monday, 1:15 p.m.

MINUTES

Chairman John P. Sivick called the meeting to order at 1:15 p.m. Also present were Richard C. Vollmer, Vice Chairman; Robert H. Rohner, Jr., Supervisor and Secretary/Treasurer and Robert F. Bernathy, Esq., Township Solicitor.

PUBLIC COMMENTS:

No comments were received.

APPROVE THE MINUTES OF DECEMBER 17, 2014:

Motion made by Mr. Vollmer and second of Mr. Rohner to approve the minutes of December 17, 2014 as presented. Unanimous.

APPROVE THE MINUTES OF DECEMBER 30, 2014:

Motion made by Mr. Vollmer and second of Mr. Rohner to approve the minutes of December 30, 2014 as presented. Unanimous.

AUTHORIZE THE PAYMENT OF THE BILLS ON LIST #1, LIST #2 AND THE TRANSFERS AS PRESENTED:

Motion made by Mr. Vollmer and second of Mr. Rohner to authorize the payment of the bills on List #1, List #2 and the transfers as presented. Unanimous.

OLD BUSINESS:

1. COMPOST SITE – FUNDING OF OAK GROVE COMPOST FACILITY EXPENSES REIMBURSABLES BY DEPT GRANT:

Motion to table by Mr. Sivick and second of Mr. Vollmer. Unanimous.

NEW BUSINESS:

1. WATER AUTHORITY - \$25,000 PROMISSORY NOTE:

Motion made by Mr. Vollmer and second of Mr. Rohner to approve. Unanimous.

MISCELLANEOUS:

1. The township auditors will conduct their re-organization meeting on Tuesday, January 6, 2015 at 4:00 p.m. Unanimous.
2. The township's planning commission will conduct their re-organization meeting on Thursday, January 8, 2015 at 7:00 p.m.

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ROADMASTER/PUBLIC WORKS DIRECTOR:

The road crew has been busy with winter road maintenance.

Vehicle maintenance.

The guiderails are to be installed on Winona Falls Road soon.

ADJOURNMENT:

There being no further business, meeting adjourned at 1:25 p.m. by the motion of Mr. Sivick and second of Mr. Vollmer. Unanimous.

Respectfully submitted,

Robert H. Rohner, Jr.

January 13, 2015
Tuesday, 10:00 a.m.

MINUTES

Chairman John P. Sivick called the meeting to order at 10:00 a.m.. Also present was Robert H. Rohner, Jr., Supervisor and Secretary/Treasurer. Richard C. Vollmer, Vice Chairman, Robert F. Bernathy, Esq., Township Solicitor and Boucher & James, Township Engineer firm was not present.

PUBLIC COMMENTS:

No comments were received.

PUBLIC HEARING – ORDINANCE NO. 132, PSATS UNEMPLOYMENT GROUP TRUST:

Mr. Rohner stated that this is the date (01/13/2015), time (10:00 a.m.) and place (Lehman Township Municipal Building) for the public hearing for Ordinance No. 132, PSATS Unemployment Group Trust.

The date for the Public Hearing was published in the Pocono Record on December 29, 2014, and had been posted upon the municipal building on December 18, 2014.

Mr. Rohner asked if there were any public comments. No comments were received.

Motion made by Mr. Rohner and second of Mr. Sivick to close the public hearing at 10:01 a.m.

Motion made by Mr. Rohner and second of Mr. Sivick to pass Ordinance No. 132.

RESOLUTION NO. 299 – TRANSFER OF \$704,247.13 FROM THE GENERAL FUND TO THE EMERGENCY SERVICES FUND: FUNDS RECEIVED FROM O'NEILL PROPERTIES FOR EMERGENCY SERVICES FOR HIGHLAND VILLAGE AS PER JULIAN KIRK, C.P.A.'S RECOMMENDATION:

Motion made by Mr. Sivick and second of Mr. Rohner to pass Resolution No. 299.

ADJOURNMENT:

There being no further business, meeting adjourned at 10:03 a.m. by the motion of Mr. Sivick and second of Mr. Rohner.

Respectfully submitted,

Robert H. Rohner, Jr.
Secretary/Treasurer

January 15, 2015
Thursday, 2:30 p.m.

MINUTES

Vice Chairman Richard C. Vollmer called the meeting to order at 2:30 p.m. Also present was Robert H. Rohner, Jr., Supervisor and Secretary/Treasurer. John P. Sivick, Chairman, Robert F. Bernathy, Esq., Township Solicitor and Boucher & James, Township Engineer firm was not present.

PUBLIC COMMENTS:

No comments were received.

MIDDLE SMITHFIELD TOWNSHIP ADVANCE FUNDING OF OAK GROVE COMPOST FACILITY EXPENSES REIMBURSABLE BY DEP GRANT:

The agreement is a part of these minutes.

Middle Smithfield Township will advance the funding of the Oak Grove Compost Facility capital expenses, not a part of the original agreement which covered operational expenses only.

Motion made by Mr. Vollmer and second of Mr. Rohner to approve the agreement.

ADJOURNMENT:

There being no further business, meeting adjourned at 2:36 p.m. by the motion of Mr. Rohner and second of Mr. Vollmer.

Respectfully submitted,

Robert H. Rohner, Jr.
Secretary/Treasurer

January 21, 2015
Wednesday, 2:30 p.m.

MINUTES

Chairman John P. Sivick called the meeting to order at 2:30 p.m. Also present were Richard C. Vollmer, Vice Chairman and Robert H. Rohner, Jr., Supervisor and Secretary/Treasurer. Absent were Robert F. Bernathy, Esq., Township Solicitor and Boucher & James, the township's engineering firm.

PUBLIC COMMENTS:

No comments were received.

APPROVE THE RE-ORGANIZATION MINUTES OF JANUARY 5, 2015:

Motion made by Mr. Vollmer and second of Mr. Rohner to approve the re-organization minutes of January 5, 2015 as presented. Unanimous.

APPROVE THE REGULAR MEETING MINUTES OF JANUARY 5, 2015:

Motion made by Mr. Vollmer and second of Mr. Rohner to approve the regular meeting minutes of January 5, 2015 as presented. Unanimous.

APPROVE THE MINUTES OF JANUARY 13, 2015:

Motion made by Mr. Rohner and second of Mr. Sivick to approve the minutes of January 13, 2015 as presented. Mr. Vollmer abstained because he was not present at that meeting.

APPROVE THE MINUTES OF JANUARY 15, 2015:

Motion made by Mr. Vollmer and second of Mr. Rohner to approve the minutes of January 15, 2015 as presented. Mr. Sivick abstained because he was not present at that meeting.

AUTHORIZE THE PAYMENT OF THE BILLS ON LIST #1, LIST #2 AND THE TRANSFERS AS PRESENTED:

Motion made by Mr. Sivick and second of Mr. Vollmer to authorize the payment of the bills on List #1, List #2 and the transfers as presented. Unanimous.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

1. APPOINT ALTERNATE ZONING HEARING BOARD MEMBER:

Motion made by Mr. Rohner and second of Mr. Vollmer to re-appoint Arthur Garris, Jr. the alternate zoning hearing board member. Unanimous.

2. APPROVE 2015 FIRE POLICE LIST:

Motion made by Mr. Vollmer and second of Mr. Rohner to approve the 2015 Fire Police list (a copy is a part of these minutes on file) conditional upon the receipt of the required background check affidavit. Unanimous.

MISCELLANEOUS:

There was no miscellaneous.

ROADMASTER/PUBLIC WORKS DIRECTOR:

Mr. Sivick stated that the crew has been very busy with winter road maintenance.

Trees were removed along Creek Road.

Vehicle maintenance. Trucks 909 and 919 had new breaks installed.

The heating registers in the municipal building were repaired.

Additional orders for road salt and anti-skid have been placed.

Mattresses were picked up on Creek and Brisco Mt. Roads.

ADJOURNMENT:

There being no further business, meeting adjourned at 2:38 p.m. by the motion of Mr. Sivick and second of Mr. Vollmer. Unanimous.

Respectfully submitted,

Robert H. Rohner, Jr.
Secretary/Treasurer