

**January 4, 2016
Monday, 10:00 a.m.**

MINUTES – REORANIZATION

APPOINT TEMPORARY CHAIRMAN:

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

CALL THE MEETING TO ORDER:

Motion made by Mr. Rohner and second of Mr. Vollmer to call the meeting to order at 10:00 a.m. Unanimous.

Present were John P. Sivick, temporary chairman, Richard C. Vollmer, Supervisor; Robert H. Rohner, Jr., Supervisor and Secretary/Treasurer and Robert F. Bernathy, Esq., Township Solicitor.

PUBLIC COMMENTS:

No comments were received.

APPOINT CHAIRMAN:

Motion made by Mr. Vollmer and second of Mr. Sivick to re-appoint John P. Sivick chairman. Mr. Rohner voted “no” to the re-appointment.

APPOINT VICE CHAIRMAN:

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

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

Motion made by Mr. Sivick and second of Mr. Vollmer to approve the treasurer's bond at \$2,800,000 and the assistant treasurer's bond at \$100,000. Unanimous.

APPOINT ROADMASTER/PUBLIC WORKS DIRECTOR:

Motion made by Mr. Vollmer and second of Mr. Sivick to re-appoint Mr. Sivick roadmaster/public works director. Mr. Rohner voted "no" to the re-appointment.

APPOINT LEGAL COUNSEL FOR SUPERVISORS AND PLANNING COMMISSION:

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

APPOINT LEGAL COUNSEL FOR ZONING HEARING BOARD:

Motion made by Mr. Vollmer and second of Mr. Rohner to re-appoint Donald Karpowich solicitor for the zoning hearing board. Unanimous.

APPOINT TOWNSHIP ENGINEER:

Motion made by Mr. Rohner and second of Mr. Vollmer to re-appoint Boucher & James the township's engineering firm. Unanimous.

APPOINT ALTERNATE TOWNSHIP ENGINEER:

Motion made by Mr. Sivick and second of Mr. Vollmer to re-appoint Gilmore & Associates the alternate engineering firm. Unanimous.

APPOINT ZONING OFFICER AND ALTERNATE:

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

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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 the building code official and code enforcement officer, and to re-appoint Building Inspection Underwriters deputy code enforcement officer and commercial code enforcement officer. Unanimous.

APPOINT SEWAGE OFFICER AND ALTERNATE:

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

APPOINT PLANNING COMMISSION MEMBERS:

No appointments were required.

APPOINT ZONING HEARING BOARD MEMBERS AND ALTERNATE:

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

APPOINT MEMBER TO THE VACANCY BOARD:

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

APPOINT WATER & SEWAGE AUTHORITY MEMBERS:

Motion made by Mr. Sivick and second of Mr. Rohner to re-appoint Peter Contino, Mary Ann Conza, Mary Galayda and Kevin Brady to the township's water and sewer authority. June Cestone resigned from the authority. One (1) seat open. Unanimous.

APPOINT LOCAL ENABLING ACT TAX COLLECTOR:

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

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

Motion made by Mr. Vollmer and second of Mr. Rohner to re-appoint John P. Sivick representative to Pocono Mountain COG and Pike County COG. Unanimous.

APPOINT TOWNSHIP HISTORIAN:

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

DESIGNATE TWO (2) NEWSPAPERS FOR ADVERTISING:

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

SET DAY AND TIME FOR REGULAR BOARD MEETINGS:

Motion made by Mr. Sivick and second of Mr. Rohner to hold supervisors' meetings on 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. Sivick and second of Mr. Vollmer to authorize John P. Sivick to work on the roads. Unanimous.

DESIGNATE BANKS AND INVESTMENT TRUST:

Motion made by Mr. Rohner and second of Mr. Sivick to designate Wayne Bank and ESSA Bank and Trust the banks, and PLGIT the 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.

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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 designate Messrs. Sivick, Vollmer, Rohner and Mrs. Conza as the signatories on the checks. Unanimous.

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

Motion made by Mr. Sivick and second of Mr. Vollmer to authorize the attendance of the supervisors and secretary/treasurer to the annual state 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 to seminars and conferences. Unanimous.

SET SALARIES WITH EFFECTIVE DATE:

Motion made by Mr. Rohner and second of Mr. Sivick to set new salaries beginning with pay #1 of 2016. Unanimous.

APPROVE THE EMPLOYEE BENEFITS AND INFORMATION:

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

DESIGNATE PRIMARY AMBULANCE PROVIDER:

Motion made by Mr. Sivick and second of Mr. Vollmer to designate the Bushkill Emergency Corp the township's primary provider, subsequent providers to be determined by the Monroe County Control Center based upon each call. Unanimous.

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DESIGNATE THE CERTIFIED PUBLIC ACCOUNTANT FOR THE AUDIT OF THE 2015 RECORDS – RESOLUTION NO. 309:

Motion made by Mr. Rohner and second of Mr. Sivick to pass Resolution No. 309 designating Julian Kirk, CPA the certified public accountant to audit the township's 2015 financial records. Unanimous.

APPOINT OPEN RECORDS OFFICER:

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

APPOINT MEMBERS TO CODE ENFORCEMENT APPEALS BOARD:

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

APPOINT RECREATION COMMITTEE CHAIRMAN:

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

APPOINT EMERGENCY MANAGEMENT DIRECTOR:

Edward Bland emergency management director. Unanimous.

APPOINT RECYCLING COORDINATOR:

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

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

Motion made by Mr. Vollmer and second of Mr. Sivick to re-appoint John P. Sivick and Richard C. Vollmer representatives and Stanley Whittaker alternate member to the Oak Grove Multi-Municipal Compost Processing Board. Unanimous.

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APPOINT DEPUTY TAX COLLECTOR:

Motion made by Mr. Rohner and second of Mr. Sivick to appoint Bonnie Van Why Wargo deputy tax collector. Unanimous.

APPOINT MEMBER AND ALTERNATE TO THE LOCAL ENABLING ACT TAX COLLECTION AUTHORITY BOARD:

Motion made by Mr. Rohner and second of Mr. Sivick to re-appoint John P. Sivick member and Richard C. Vollmer alternate member to the local enabling act tax collection authority board. Unanimous.

ADJOURNMENT:

There being no further business, meeting adjourned at 10:12 a.m. by the motion of Mr. Sivick and second of Mr. Rohner. Unanimous.

Respectfully submitted

Robert H. Rohner, Jr.
Secretary/Treasurer