

**JANUARY 3, 2023
MONDAY, 1:00 P.M.**

MINUTES – RE-ORGANIZATION

APPOINT TEMPORARY CHAIRMAN:

Motion made by Mr. Springs and second by Ms. Laino to appoint Robert H. Rohner, Jr. the temporary Chairman. Unanimous.

CALL THE MEETING TO ORDER:

Mr. Rohner called the meeting to order at 1:00 P.M. Also present were Theresa Laino, Aaron Springs, and Edwina Wolfe, Assistant Secretary/Treasurer. Sean Logsdon, Township Solicitor and Mike Lamoreaux, Township Engineer were absent.

1. APPOINT CHAIRMAN:

Motion made by Ms. Laino and second by Mr. Springs to re-appoint Robert H. Rohner, Jr. Chairman. Unanimous.

2. APPOINT VICE CHAIRMAN:

Motion made by Mr. Rohner and second by Mr. Springs to re-appoint Theresa Laino Vice Chair. Unanimous.

3. APPOINT SECRETARY/TREASURER:

Motion made by Mr. Springs and second by Ms. Laino to re-appoint Robert H. Rohner Jr. Secretary / Treasurer. Unanimous.

4. APPOINT ASSISTANT SECRETARY/TREASURER:

Motion made by Ms. Laino and second by Mr. Springs to re-appoint Edwina Wolfe Assistant Secretary / Treasurer. Unanimous.

5. RECOMMENDATION FOR THE AMOUNT OF THE TREASURER'S BOND (\$2.8M) AND THE ASSISTANT'S BOND (\$25,000):

Motion made by Ms. Laino and second by Mr. Springs to approve the Treasurer's bond at \$2,800,000 and the Assistant Treasurer's bond at \$25,000. Unanimous.

6. APPOINT PUBLIC WORKS DIRECTOR/ROADMASTER AND ASSISTANT PUBLIC WORKS DIRECTOR/ROADMASTER:

Motion made by Ms. Laino and second by Mr. Rohner to re-appoint Timothy Rohner Public Works Director / Roadmaster and to re-appoint Aaron Springs Assistant Public Works Director / Roadmaster. Unanimous.

7. APPOINT LEGAL COUNSEL FOR SUPERVISORS AND PLANNING COMMISSION:

Motion made by Ms. Laino and second by Mr. Springs to re-appoint Donald Karpowich Law LLC as solicitor for the Supervisors and Planning Commission. Unanimous.

8. APPOINT LEGAL COUNSEL FOR ZONING HEARING BOARD:

Motion made by Mr. Rohner and second by Mr. Springs to re-appoint Ashley Zimmerman of the law firm of Zimmerman and Ohlinger of Milford as Zoning Hearing Board Solicitor. Unanimous.

9. APPOINT TOWNSHIP ENGINEER:

Motion made by Mr. Rohner and second by Mr. Springs to re-appoint McGoey, Hauser & Edsall as the Township's Engineer. Unanimous.

10. APPOINT ZONING OFFICER AND ALTERNATE:

Motion made by Mr. Springs and second by Ms. Laino to re-appoint Stanley Whittaker Zoning Enforcement Officer and Building Inspection Underwriters the alternate Zoning Enforcement Officer. Unanimous.

11. APPOINT BUILDING CODE OFFICIAL, CODE ENFORCEMENT OFFICER AND COMMERCIAL CODE ENFORCEMENT OFFICER:

Motion made by Mr. Rohner and second by Mr. Springs to re-appoint Building Inspection Underwriters the Building Code Official, Code Enforcement Officer and Commercial Code Enforcement Officer. Unanimous.

12. APPOINT SEWAGE OFFICER AND ALTERNATE:

Motion made by Mr. Springs and second by Ms. Laino to re-appoint James Conza Sewage Enforcement Officer and McGoey, Hauser & Edsall the Alternate Sewage Enforcement Officer. Unanimous.

13. APPOINT PLANNING COMMISSION MEMBERS:

Motion made by Mr. Springs and second by Ms. Laino to re-appoint MaryAnn Conza and Jeff Porter. Unanimous.

14. APPOINT ZONING HEARING BOARD MEMBERS AND ALTERNATE:

Motion made by Mr. Rohner and second by Mr. Springs to re-appoint Joseph Galayda. The alternate will be appointed at a later date. Unanimous.

15. APPOINT MEMBER TO THE VACANCY BOARD:

Tabled.

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

Motion made by Mr. Rohner and second by Mr. Springs to re-appoint Theresa Laino representative to the Pike County COG and Pocono Mountain COG, and Aaron Springs alternate. Unanimous.

17. APPOINT TOWNSHIP HISTORIAN:

Motion made by Mr. Springs and second by Ms. Laino to re-appoint the Bushkill Historical Society Township Historian. Unanimous.

18. DESIGNATE TWO (2) NEWSPAPERS FOR ADVERTISING:

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

19. SET DAY AND TIME FOR REGULAR BOARD MEETINGS:

Motion made by Ms. Laino and second by Mr. Springs to hold supervisors' meetings on the second Thursday of each month at 3:00 p.m. Unanimous.

20. DESIGNATE BANKS AND INVESTMENT TRUST:

Motion made by Mr. Rohner and second by Mr. Springs to designate Wayne Bank and ESSA Bank and Trust the banks and PLGIT the investment trust. Unanimous.

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

Motion made by Mr. Springs and second by Ms. Laino to authorize the Secretary / Treasurer to pay salaries, postage and meeting pay as necessary. Unanimous.

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

Motion made by Mr. Springs and second by Ms. Laino to authorize the Secretary / Treasurer to make investments and / or transfers as needed. Unanimous.

23. AUTHORIZATION FOR SIGNATURES ON CHECKS:

Motion made by Mr. Rohner and second by Mr. Springs to designate the Supervisors, Robert H. Rohner, Jr., Theresa Laino, Aaron Springs and Assistant Secretary / Treasurer Edwina Wolfe as the signatories on the checks. Unanimous.

24. AUTHORIZE ATTENDANCE TO SEMINARS AND CONFERENCES

Motion made by Mr. Springs and second by Ms. Laino to authorize the attendance to seminars and conferences. Unanimous.

25. SET SALARIES WITH EFFECTIVE DATE:

Motion made by Mr. Rohner and second by Mr. Springs to set salaries with Pay #2 being the effective date. Unanimous.

26. APPROVE THE EMPLOYEE BENEFITS AND INFORMATION:

Motion made by Ms. Laino and second by Mr. Springs to approve the employee benefits and information. Unanimous.

27. DESIGNATE THE CERTIFIED PUBLIC ACCOUNTANT FOR THE AUDIT OF THE 2022 RECORDS - RESOLUTION NO. 387:

Motion made by Mr. Springs and second by Ms. Laino to pass Resolution No. 387 to designate Kirk, Summa, CPA. Unanimous. The Resolution is a part of these minutes on file.

28. APPOINT OPEN RECORDS OFFICER:

Motion made by Mr. Rohner and second by Mr. Springs to re-appoint Edwina Wolfe Open Records Officer. Unanimous.

29. APPOINT MEMBERS TO CODE ENFORCEMENT APPEALS BOARD:

Motion made by Mr. Rohner and second by Ms. Laino to re-appoint Lisa Miller as member to the Code Enforcement Appeals Board. Unanimous. Additional members will be appointed at a later date.

30. APPOINT RECREATION COMMITTEE CHAIRMAN:

Motion made by Mr. Rohner and second by Ms. Springs to re-appoint Timothy Foglio Recreation Committee Chairman. Unanimous.

31. APPOINT EMERGENCY MANAGEMENT DIRECTOR AND DEPUTY EMERGENCY MANAGEMENT COORDINATOR:

Motion made by Mr. Rohner and second by Mr. Springs to appoint Jonathon Dickison Emergency Management Director. The Deputy Emergency Management Coordinator will be appointed at a later date. Unanimous.

32. APPOINT RECYCLING COORDINATOR:

Motion made by Mr. Springs and second by Ms. Laino to re-appoint Stanley Whittaker Recycling Coordinator. Unanimous.

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

Motion made by Mr. Rohner and second by Ms. Laino to re-appoint Tim Rohner and Aaron Springs representatives to the Oak Grove Multi-Municipal Compost Processing Board. Unanimous.

34. APPOINT DEPUTY TAX COLLECTOR:

Motion made by Mr. Rohner and second by Mr. Springs to appoint Joan Horger Deputy Tax Collector. Unanimous.

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

Motion made by Mr. Springs and second by Ms. Laino to re-appoint Theresa Laino member to the Local Enabling Act Tax Collection Authority Board and to appoint Mr. Rohner alternate. Unanimous.

36. APPOINT EMERGENCY MEDICAL SERVICES ADMINISTRATOR:

Motion made by Mr. Rohner and second by Mr. Springs to re-appoint Susanne Duffy Medical Services Administrator. Unanimous.

37. APPOINT REPRESENTATIVE TO THE PIKE COUNTY ROAD TASK FORCE:

Motion made by Mr. Rohner and second by Mr. Springs to re-appoint Tim Rohner Representative to the Pike County Road Task Force. Unanimous.

ADJOURNMENT

There being no further business, meeting adjourned at 1:18 P.M. by the motion of Mr. Rohner and second by Mr. Springs. Unanimous.

Respectfully submitted,
Edwina Wolfe
Edwina Wolfe
Assistant Secretary