

**JANUARY 3, 2022  
MONDAY, 1:00 P.M.**

**MINUTES– RE-ORGANIZATION**

**APPOINT TEMPORARY CHAIRMAN:**

Motion made by Ms. Laino and second by Mr. Springs 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 was 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. Springs and second by Mr. Rohner 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 Mr. Rohner and second by Ms. Laino 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 Mr. Rohner and second by Mr. Springs to re-appoint Donald Karpowich firm 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 Ms. Laino 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 Ms. Laino and second by Mr. Springs 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 Ms. Laino and second by Mr. Springs 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 Ms. Laino and second by Mr. Springs to re-appoint Kathleen Gorman, Cynthia Lynch and to re-appoint Edwina Wolfe as alternate. Unanimous.

**14. APPOINT ZONING HEARING BOARD MEMBERS AND ALTERNATE:**

Motion made by Ms. Laino and second by Mr. Springs to re-appoint Joseph Galayda, Joseph Peritore, Joseph Scibetta and to re-appoint Arthur Garris, alternate to the Zoning Hearing Board. Unanimous.

**15. APPOINT MEMBER TO THE VACANCY BOARD:**

Motion made by Mr. Rohner and second by Mr. Springs to re-appoint Arthur Garris to the Vacancy Board. Unanimous.

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

**23. AUTHORIZATION FOR SIGNATURES ON CHECKS:**

Motion made by Mr. Springs and second by Mr. Rohner 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 FOR ATTENDANCE OF SUPERVISORS AND SECRETARY/TREASURER TO THE ANNUAL CONVENTION AND APPOINT VOTING DELEGATE:**

Motion made by Mr. Rohner and second by Mr. Springs to authorize attendance, and to appoint Ms. Laino as voting delegate at the annual convention. Unanimous.

**25. AUTHORIZE ATTENDANCE TO SEMINARS AND CONFERENCES**

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

**26. SET SALARIES WITH EFFECTIVE DATE:**

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

**27. APPROVE THE EMPLOYEE BENEFITS AND INFORMATION:**

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

**28. DESIGNATE PRIMARY AMBULANCE PROVIDER:**

Motion made by Mr. Rohner and second by Mr. Springs to designate Bushkill Emergency Corp as the township's primary provider until the new ambulance for Lehman / Pike Emergency Service is received. Unanimous.

**29. DESIGNATE THE CERTIFIED PUBLIC ACCOUNTANT FOR THE AUDIT OF THE 2020 RECORDS - RESOLUTION NO. 374:**

Motion made by Mr. Rohner and second by Mr. Springs to pass Resolution No. 374 to designate Kirk, Summa, CPA. Unanimous.

**30. APPOINT OPEN RECORDS OFFICER:**

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

**31. APPOINT MEMBERS TO CODE ENFORCEMENT APPEALS BOARD:**

Motion made by Mr. Rohner and second by Ms. Laino to re-appoint Marc Best as member to the Code Enforcement Appeals Board. Unanimous. The supervisors will decide on additional members at a later date.

**32. APPOINT RECREATION COMMITTEE CHAIRMAN:**

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

**33. APPOINT EMERGENCY MANAGEMENT DIRECTOR AND DEPUTY EMERGENCY MANAGEMENT COORDINATOR:**

Motion made by Mr. Rohner and second by Mr. Springs to re-appoint Kyle Rohner Emergency Management Director and Jonathon Dickison the Deputy Emergency Management Coordinator. Unanimous.

**34. APPOINT RECYCLING COORDINATOR:**

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

**35. 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.

**36. APPOINT DEPUTY TAX COLLECTOR:**

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

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

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

**ADJOURNMENT**

There being no further business, meeting adjourned at 1:14P.M. by the motion of Mr. Rohner and second by Mr. Springs. Unanimous.

Respectfully submitted,

*Edwina Wolfe*  
Edwina Wolfe  
Assistant Secretary