

**TOWAMENSING TOWNSHIP RE-ORGANIZATIONAL MEETING MINUTES
TOWAMENSING TOWNSHIP BUILDING
JANUARY 7, 2013**

PLEDGE OF ALLEGIANCE

ROLL CALL

Penny Kleintop, Supervisor/Treasurer; Tom Newman, Supervisor; Guy Seifert, Supervisor; Thomas Nanovic, Solicitor; and Lora Nothstein, Secretary.

APPOINT TEMPORARY CHAIRPERSON

MOTION: Guy Seifer made motion to appoint Tom Newman as Temporary Chairperson seconded by Penny Kleintop.

All in favor. Motion Carried.

MEETING CALLED TO ORDER

Temporary Chairmen Tom Newman called the meeting to order at 5:02p.m.

APPOINT TEMPORARY SECRETARY

Guy Seifert made motion to appoint Lora Nothstein as Temporary Secretary.

Seconded by Penny Kleintop.

All in favor. Motion Carried.

APPOINTMENTS:

APPOINT CHAIRPERSON

MOTION: Guy Seifert made motion to appoint Penny Kleintop as Chairperson.

Seconded by Tom Newman.

All in favor. Motion Carried.

APPOINT VICE-CHAIRPERSON

MOTION: Guy Seifert made motion to appoint Tom Newman as Vice-Chairman.

Seconded by Penny Kleintop

All in favor. Motion Carried.

APPOINT ROADMASTER

MOTIOM: Guy Seifert made motion to appoint Scott Mosier as Road master, seconded by Vice-chairman Tom Newman.

All in favor. Motion Carried

APPOINT ASSISTANT ROAD MASTER

MOTIOM: Supervisor Guy Seifert made motion to appoint Phil Costenbader as assistant Road master, seconded by Vice-Chairman Tom Newman.

All in favor. Motion Carried

APPOINT SECRETARY

MOTIOM: Supervisor Guy Seifert made motion to appoint Lora Nothstein as Secretary, seconded by Vice-chairman Tom Newman.

All in favor. Motion Carried

APPOINT TREASURER

MOTION: Supervisor Guy Seifert made motion to appoint Penny Kleintop as Treasurer, seconded by Vice-chairman Tom Newman.

All in favor. Motion Carried

APPOINT SECRETARY ASSISTANT

MOTION: Supervisor Guy Seifert made motion to appoint Beth Mesko as Secretary Assistant, seconded by Vice-chairman Tom Newman.

All in favor. Motion Carried

APPOINT TOWNSHIP SOLICITOR

MOTION: Supervisor Guy Seifert made motion to appoint Tom Nanovic/ Nanovic Law Offices as Township Solicitor, seconded by Vice-Chairman Tom Newman.

All in favor. Motion Carried

APPOINT ZONING OFFICER

MOTION: Supervisor Guy Seifert made motion to appoint Carl Faust as Zoning Officer, seconded by Vice-Chairman Tom Newman.

All in favor. Motion Carried

APPOINT UNIFORM BUILDING CODE OFFICER

MOTION: Supervisor Guy Seifert made motion to appoint Carl Faust as Building Code Officer, seconded by Vice-Chairman Tom Newman.

All in favor. Motion Carried

APPOINT UNIFORM BUILDING CODE INSPECTORS

MOTION: Supervisor Guy Seifert made motion to appoint Carl Faust & Brad Kolowski as Building Code Inspectors, seconded by Vice-Chairman Tom Newman.

All in favor. Motion Carried

APPOINT TOWNSHIP ENGINEERING FIRM

MOTION: Supervisor Guy Seifert made motion to appoint Carbon Engineers as the township Engineering Firm, seconded by Vice-Chairman Tom Newman.

All in favor. Motion Carried

APPOINT CHAIRPERSON OF VACANCY BOARD

MOTION: Supervisor Guy Seifert made motion to appoint Richard Workman to Vacancy Board, seconded by Vice-Chairman Tom Newman.

All in favor. Motion Carried

APPOINT SEWAGE ENFORCEMENT OFFICER(S)

MOTION: Supervisor Guy Seifert made motion to appoint Sean Corey as SEO with Scott Beiber as the alternate, seconded by Vice-Chairman Tom Newman.

All in favor. Motion Carried

APPOINT EMERGENCY MANAGEMENT OFFICER

MOTION: Supervisor Guy Seifert made motion to appoint Tom Newman Emergency Management Officer, seconded by Chairperson Penny Kleintop.

All in favor. Motion Carried

APPOINT ZONING HEARING BOARD SOLICITOR

MOTION: Supervisor Guy Seifert made motion to appoint Jenny Cheng - Zoning Hearing Board Solicitor, seconded by Chairperson Penny Kleintop.

All in favor. Motion Carried

APPOINT PLANNING COMMISSION SECRETARY

MOTION: Supervisor Guy Seifert made motion to appoint Jeremy Barbosa as Planning Commission Secretary, seconded by Vice-Chairman Tom Newman.
All in favor. Motion Carried

APPOINT PLANNING COMMISSION SOLICITOR

MOTION: Supervisor Guy Seifert made motion to appoint Jenny Cheng - Planning Commission Solicitor, seconded by Vice-Chairman Tom Newman.
All in favor. Motion Carried

APPOINT HISTORIC COMMISSION MEMBERS

MOTION: Supervisor Guy Seifert made motion to appoint Karl Rolappe, Tom Newman, Mary Beth Beers, Dick Bieling, Paul Hoppel, and Lora Nothstein to the Historic Commission Board, seconded by Vice-chairman Tom Newman.
All in favor. Motion Carried

APPOINT AGILITY PROGRAM WATCH DOG

MOTION: Supervisor Guy Seifert made motion to appoint Richard Workman as Agility Program Watchdog, seconded by Vice-chairman Tom Newman.
All in favor. Motion Carried

APPOINT CHIEF ADMINISTRATIVE OFFICER FOR PENSION

MOTION: Supervisor Guy Seifert made motion to appoint Lora Nothstein as Chief Administrative Officer for Pension, seconded by Vice-Chairman Tom Newman.
All in favor. Motion Carried

APPOINT OPEN RECORDS OFFICER

MOTION: Vice-Chairman Tom Newman made motion to appoint Beth Mesko as Open Records Officer, seconded by Supervisor Guy Seifert.
All in favor. Motion Carried

APPOINT TOWNSHIP AUDITOR(S)

MOTION: Supervisor Guy Seifert made motion to appoint Eva Dugan and Julia Costello - Auditors, seconded by Vice-chairman Tom Newman.
All in favor. Motion Carried

APPROVE TREASURES BOND (\$550,000.00)

MOTION: Vice-Chairman Tom Newman made motion to approve bond, seconded by Supervisor Guy Seifert.
All in favor. Motion Carried

APPROVE BLANKET BOND (OFFICE-\$25,000.00)

MOTION: Supervisor Guy Seifert made motion to approve Blanket Bond, seconded by Vice-Chairman Tom Newman.
All in favor. Motion Carried

APPROVE DEPOSITORIES

FIRST NIAGRA BANK-GENERAL, HIGHWAY AID, GARBAGE, RECREATION, PAYROLL AND TRUCK FUND.

JIM THORPE NATIONAL BANK-MONEY MARKET & CD'S

MOTION: Supervisor Guy Seifert made motion to approve Depositories, seconded by Vice-Chairman Tom Newman.
All in favor. Motion Carried

RECOMMEND AUTHORITY FOR SIGNATURE ON ALL CHECKS

MOTION: Vice-chairman Tom Newman made motion to approve 2 signatures on all checks; any two of the three supervisors, CD's and safe deposit box, Seconded by Supervisor Guy Seifert.
All in favor. Motion Carried

SET MILEAGE RATE CURRENTLY AT \$.50 PER MILE (IRS_\$.65.5)

MOTION: Supervisor Guy Seifert made motion to set mileage rate at .55.5 per mile, seconded by Vice-chairman Tom Newman.
All in favor. Motion Carried

APPOINT DELEGATE FOR STATE CONVENTION AND ATTENDEES

MOTION: Supervisor Guy Seifert made motion to appoint Lora Nothstein - Delegate for the State Convention, approved attendees Lora Nothstein and Scott Mosier, seconded by, Vice-chairman Tom Newman
All in favor. Motion Carried

APPOINT ZONING HEARING BOARD MEMBERS

MOTION: Supervisor Guy Seifert made motion to appoint, Don Bonett and Larry Hahn (alternate) to a 2 year term (2014). Seconded by, Vice-chairman Tom Newman.
All in favor. Motion Carried

SET MEETING DATES-Supervisors Meeting- the 1st Thursday of every month starting at 7:00PM;
Planning Commission – the 2nd Monday of every month starting at 7:00PM; **Recreation,** April 18th and December 19th at 7: PM; **Historical Commission –** the 4th Thursday of every month starting at 7:00PM.
Towamensing Township Staff Meetings are the 4th Thursday of every month at 2:30pm except November's meeting will be held on November 26th, 2013 at 2:30pm.

APPROVE REQUEST BY TOWAMENSING TOWNSHIP VOLINTEER FIRE COMPANY – DATES FOR FUNDRAISERS IN 2013.

MOTION: Supervisor Guy Seifert made motion to approve events on condition that there will be no smoking allowed at any event held in-doors, (list of events provided by Fire Company on separate sheet). List does not include bingo. Seconded by Vice-chairman Tom Newman.
All in favor. Motion Carried

ADJOURNMENT

MOTION: Supervisor Guy Seifert made motion to adjourn, seconded by Vice-chairman Tom Newman.
All in favor. Motion Carried

5:13PM