

TOWAMENSING TOWNSHIP SUPERVISORS' RE-ORGANIZATIONAL MEETING MINUTES
TOWAMENSING TOWNSHIP BUILDING
JANUARY 5, 2015 – 5:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Penny Kleintop, Chairperson/Treasurer; Tom Newman, Vice-Chairman; Guy Seifert, Supervisor; Thomas Nanovic, Solicitor ; Brenda Drew, Secretary; Carl Faust, Zoning Officer-Absent; Greg Haas, Engineer-Absent.

APPOINT TEMPORARY CHAIRPERSON:

MOTION: Guy Seifert made a motion to appoint Tom Newman as Temporary Chairperson, seconded by Penny Kleintop.
All in favor. Motion carried.

CALL TO ORDER:

Temporary Chairman Thomas Newman called the meeting to order at 5:05 p.m.

APPOINT TEMPORARY SECRETARY:

MOTION: Guy Seifert made a motion to appoint Penny Kleintop as Temporary Secretary, seconded by Temporary Chairman Thomas Newman.
All in favor. Motion carried.

APPOINTMENTS:

APPOINT CHAIRPERSON:

MOTION: Guy Seifert made a motion to appoint Penny Kleintop as Chairperson, seconded by Thomas Newman.
All in favor. Motion carried.

APPOINT VICE-CHAIRPERSON:

MOTION: Guy Seifert made a motion to appoint Tom Newman as Vice-Chairman, seconded by Chairperson Penny Kleintop
All in favor. Motion carried.

APPOINT ROADMASTER:

MOTION: Guy Seifert made a motion to appoint Scott Mosier as Road Master, seconded by Vice-Chairman Thomas Newman.
All in favor. Motion carried.

APPOINT SECRETARY:

MOTION: Supervisor Guy Seifert made a motion to appoint Brenda Drew as Secretary, seconded by Vice-Chairman Thomas Newman.
All in favor. Motion carried.

APPOINT TREASURER:

MOTION: Supervisor Guy Seifert made a motion to appoint Penny Kleintop as Treasurer, seconded by Vice-Chairman Thomas Newman.
All in favor. Motion carried.

APPOINT TOWNSHIP SOLICITOR:

MOTION: Supervisor Guy Seifert made a motion to appoint Thomas Nanovic/ Nanovic Law Offices as Township Solicitor, seconded by Vice-Chairman Thomas Newman.
All in favor. Motion carried.

APPOINT ZONING OFFICER:

MOTION: Supervisor Guy Seifert made a motion to appoint Carl Faust as Zoning Officer, seconded by Vice-Chairman Thomas Newman.
All in favor. Motion carried.

APPOINT UNIFORM BUILDING CODE OFFICER:

MOTION: Supervisor Guy Seifert made a motion to appoint Carl Faust as Building Code Officer, seconded by Vice-Chairman Thomas Newman.
All in favor. Motion carried

APPOINT UNIFORM BUILDING CODE INSPECTORS:

MOTION: Supervisor Guy Seifert made a motion to appoint Carl Faust & Jim Melber as Building Code Inspectors, seconded by Vice-Chairman Thomas Newman.
All in favor. Motion carried.

APPOINT TOWNSHIP ENGINEERING FIRM:

MOTION: Supervisor Guy Seifert made a motion to appoint Carbon Engineering as the Township Engineering Firm, seconded by Vice-Chairman Thomas Newman.
All in favor. Motion carried.

APPOINT CHAIRPERSON OF VACANCY BOARD:

MOTION: Supervisor Guy Seifert made a motion to appoint Richard Workman to Vacancy Board, seconded by Vice-Chairman Thomas Newman.
All in favor. Motion carried.

APPOINT SEWAGE ENFORCEMENT OFFICER(S):

MOTION: Supervisor Guy Seifert made a motion to appoint Sean Corey of CodeMaster as SEO with Scott Bieber as the alternate, seconded by Vice-Chairman Thomas Newman.
All in favor. Motion carried.

APPOINT EMERGENCY MANAGEMENT OFFICER:

MOTION: Supervisor Guy Seifert made a motion to appoint Thomas Newman as Emergency Management Officer, seconded by Chairperson Penny Kleintop.
All in favor. Motion carried.

APPOINT ZONING HEARING BOARD SOLICITOR:

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

All in favor. Motion carried.

APPOINT PLANNING COMMISSION SECRETARY:

MOTION: Supervisor Guy Seifert made a motion to appoint Brenda Drew as Planning Commission Secretary, seconded by Vice-Chairman Thomas Newman.

All in favor. Motion carried.

APPOINT PLANNING COMMISSION SOLICITOR:

MOTION: Supervisor Guy Seifert made a motion to appoint Jenny Cheng as Planning Commission Solicitor, seconded by Vice-Chairman Thomas Newman.

All in favor. Motion carried.

APPOINT HISTORIC COMMISSION MEMBERS:

MOTION: Supervisor Guy Seifert made a motion to appoint Karl Rolappe, Thomas Newman, Mary Beth Beers, Dick Bieling, Paul Hoppel, Brenda Drew and Lora Nothstein to the Historic Commission Board, seconded by Vice-Chairman Thomas Newman.

All in favor. Motion carried.

APPOINT AGILITY PROGRAM WATCH DOG:

MOTION: Supervisor Guy Seifert made a motion to appoint Richard Workman as Agility Program Watchdog, seconded by Vice-Chairman Thomas Newman.

All in favor. Motion carried.

APPOINT CHIEF ADMINISTRATIVE OFFICER FOR PENSION:

MOTION: Supervisor Guy Seifert made a motion to appoint Brenda Drew as Chief Administrative Officer for Pension, seconded by Vice-Chairman Thomas Newman.

All in favor. Motion carried.

APPOINT OPEN RECORDS OFFICER:

MOTION: Supervisor Guy Seifert made a motion to appoint Brenda Drew as Open Records Officer, seconded by Vice-Chairman Thomas Newman.

All in favor. Motion carried.

APPOINT TOWNSHIP AUDITOR(S) :

MOTION: Supervisor Guy Seifert made a motion to appoint Eva Dugan, Julia Castello and Mildred Leaman as Auditors, seconded by Vice-Chairman Thomas Newman.

All in favor. Motion carried.

APPOINT JOINT BOARD OF APPEALS REPRESENTATIVE:

MOTION: Supervisor Guy Seifert made a motion to appoint Greg Haas as Joint Board of Appeals Representative, seconded by Vice-Chairman Thomas Newman.

All in favor. Motion carried.

APPROVE TREASURER'S BOND - \$550,000.00:

MOTION: Supervisor Guy Seifert made a motion to approve bond, seconded by Vice-Chairman Thomas Newman. The Secretary was asked to secure quotes for the cost of raising the bond amount in the future.

All in favor. Motion carried.

APPROVE BLANKET BOND - OFFICE-\$25,000.00:

MOTION: Supervisor Guy Seifert made a motion to approve Blanket Bond, seconded by Vice-Chairman Thomas Newman.

All in favor. Motion carried.

APPROVE DEPOSITORIES:

FIRST NIAGARA BANK – General Fund, Highway Aid, Garbage, Recreation, Payroll, Fire Escrow and Fema/Pema Disaster Fund.

FIRST NORTHERN BANK - Garbage, Garbage Truck Fund, Fema/Pema Disaster Fund and Septic Escrow.

JIM THORPE NATIONAL - General Fund

MOTION: Supervisor Guy Seifert made a motion to approve each depository, each seconded by Vice-Chairman Thomas Newman.

All in favor. Motion carried.

RECOMMEND AUTHORITY FOR SIGNATURE ON ALL CHECKS:

MOTION: Supervisor Guy Seifert made a motion to approve 2 signatures on all checks, any two of the three supervisors, seconded by Chairman Thomas Newman.

All in favor. Motion carried.

APPROVE MILEAGE RATE \$.56 PER MILE:

MOTION: Supervisor Guy Seifert made a motion to set mileage rate at \$.56 per mile, seconded by Vice-Chairman Thomas Newman.

All in favor. Motion carried.

APPOINT DELEGATE FOR STATE CONVENTION AND APPROVE ATTENDEE(S):

MOTION: Supervisor Guy Seifert made a motion to approve attendee Scott Mosier, seconded by Vice-Chairman Thomas Newman.

All in favor. Motion carried.

APPOINT ZONING HEARING BOARD MEMBERS:

George Karas (12/2017), William Acierno (12/2017), Karl Pielmeier (3/2018), Donald Bonett, Alternate (12/2015).

MOTION: Supervisor Guy Seifert made a motion to approve the Zoning Hearing Board members, seconded by Vice-Chairman Thomas Newman.

All in favor. Motion carried.

SET MEETING DATES:

Supervisors Meeting - first Thursday of each month, 7:00 p.m.; Planning Commission - second Monday of each month, 7:00 p.m.; Recreation Board, April 16th and December 17th, 7:00 p.m.; Historical Commission – fourth Thursday of each month, 7:00 p.m.; Staff Meeting – fourth Thursday of each month, 2:30 p.m.

APPROVE REQUEST BY TOWAMENSING TOWNSHIP VOLUNTEER FIRE COMPANY – Dates for Fundraisers in 2015:

MOTION: Supervisor Guy Seifert made a motion to table approval until a list can be provided by the Fire Company, seconded by Vice-Chairman Thomas Newman.

All in favor. Motion carried.

ADJOURNMENT:

MOTION: Supervisor Guy Seifert made a motion to adjourn the Re-Organizational Meeting, seconded by Vice-Chairman Thomas Newman.

All in favor. Motion carried.

5:17 p.m.

Respectfully submitted,
Brenda L. Drew, Secretary