

**TOWAMENSING TOWNSHIP RE-ORGANIZATIONAL MEETING  
TOWAMENSING TOWNSHIP MUNICIPAL BUILDING**

**Minutes**

**JANUARY 2, 2024 – 5:00 p.m.**

**PLEDGE OF ALLEGIANCE**

Jessica recording

**ROLL CALL**

Guy Seifert, Chairperson/Treasurer; Scott Mosier, Vice-Chairman; John Kleintop, Supervisor; Thomas Nanovic, Solicitor-**absent**; Jessica Ahner, Secretary; Carl Faust - **absent**, Zoning Officer; Greg Haas, Engineer-**absent**.

Guy Seifert made motion to appoint John Kleintop as Temporary Chairperson Scott Mosier 2<sup>nd</sup> – AIF Motion Carried

**CALL TO ORDER FOR ORGANIZATION FOR 2024**

Guy Seifert made motion to appoint Scott Mosier as temporary secretary John Kleintop 2<sup>nd</sup> – AIF – Motion Carried

**APPOINTMENTS:**

**NOMINATIONS FOR CHAIRPERSON** – John Kleintop Nominated Guy Seifert for Chairperson

**APPOINT CHAIRPERSON:** – John Kleintop made motion to appoint Guy Seifert for Chairperson, Scott Mosier 2<sup>nd</sup> – AIF – Motion Carried

**NOMINATIONS FOR VICE-CHAIRPERSON-** – Guy Seifert Nominated John Kleintop for Vice-Chairperson

**APPOINT VICE-CHAIRPERSON:** – Guy Seifert made a motion to appoint John Kleintop for Vice-Chairperson, Scott Mosier 2<sup>nd</sup>, AIF – Motion Carried

**APPOINT CHAIRPERSON OF VACANCY BOARD:** Guy Seifert made motion to appoint Joe Strausberger, Scott Mosier 2<sup>nd</sup> – AIF – Motion Carried

**APPOINT ROADMASTER:** Guy Seifert made motion to appoint Scott Mosier as Roadmaster, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT SECRETARY:** Guy Seifert made motion to appoint Jessica Ahner as Secretary, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT TREASURER:** Guy Seifert made motion to appoint John Kleintop as Treasurer, Scott Mosier 2<sup>nd</sup> – AIF Motion Carried

**APPOINT CLERK:** Guy Seifert made motion to appoint Jan Cool as Clerk, Scott Mosier 2<sup>nd</sup> – AIF - Motion Carried

**APPOINT TOWNSHIP SOLICITOR:** Guy Seifert made motion to appoint Tom Nanovic as Solicitor, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT ZONING OFFICER:** Guy Seifert made motion to appoint Carl Faust as Primary Zoning Officer and Marjorie Faust as alternate, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT UNIFORM BUILDING CODE OFFICER:** Guy Seifert made motion to appoint Carl Faust as Building Code Officer, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT UNIFORM BUILDING CODE INSPECTORS:** Guy Seifert made motion to appoint Carl Faust as Building Code Inspector and Jim Melber as alternate, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT TOWNSHIP ENGINEERING FIRM:** Guy Seifert made motion to appoint Keystone Consulting Engineers as Township Engineering Firm, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT SEWAGE ENFORCEMENT OFFICER(S):** Guy Seifert made motion to appoint Ian Farrell as Primary Sewage Enforcement Officer and Steve Gitch as alternate, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT FLOOD PLAIN ADMINISTRATOR:** Guy Seifert made motion to appoint Greg Haas, Keystone Consulting Engineers as Flood Plain Administrator, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT EMERGENCY MANAGEMENT OFFICER:** Guy Seifert made motion to appoint Tom Newman as Emergency Management Officer and Ryan Campbell as assistant, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT ZONING HEARING BOARD SOLICITOR:** Guy Seifert made motion to appoint Cheng Associates, Jenny Cheng as Zoning Hearing Board Solicitor, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT PLANNING COMMISSION SECRETARY:** Guy Seifert made motion to appoint Jessica Ahner as Planning Commission Secretary, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT PLANNING COMMISSION SOLICITOR:** Guy Seifert made motion to appoint Cheng Associates, Jenny Cheng as Planning Commission Solicitor John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT HISTORIC COMMISSION MEMBERS:** Guy Seifert made motion to appoint Historic Commission Members as Don Bonett, Roy Christman, Gary Anthony, Jack Branch, Sandy Branch and Barry George, John Kleintop 2<sup>nd</sup> – AIF Motion Carried – Guy Obtained

**APPOINT TO AG SECURITY:** Guy Seifert made motion to appoint Guy Seifert as AG Security Chairperson, John Kleintop 2<sup>nd</sup> – AIF Motion Carried – Guy Obtained

**APPOINT CHIEF ADMINISTRATIVE OFFICER FOR PENSION:** Guy Seifert made motion to appoint Jessica Ahner as Chief Administration Officer for Pension, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT OPEN RECORDS OFFICER:** Guy Seifert made motion to appoint Jessica Ahner as Primary Records Officer and Jan Cool as Alternate, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT ELECTED AUDITORS:** Guy Seifert made motion to formally accept Resignation letter of Tim DiFoor for auditor elected position John Kleintop 2<sup>nd</sup> – AIF Motion Carried Guy Seifert Nominates Joe Strausberger to fill position of auditor until next election. John Kleintop 2<sup>nd</sup> – AIF- Motion Carried - Elected Auditors are Eva Dugan, Tanya Frey, Joe Strausberger

**APPOINT JOINT BOARD OF APPEALS REPRESENTATIVE:** Guy Seifert made motion to appoint Board of Appeals Representatives as Greg Haas, Primary and Carl Faust, Alternate. John Kleintop 2<sup>nd</sup> – AIF, Motion Carried

**APPOINT DELEGATES TO THE CARBON COUNTY TAX COLLECTION COMMITTEE:**

Guy Seifert made motion to appoint Scott Mosier as Tax Collector Delegate, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**APPOINT DELEGATE AND ATTENDEE FOR STATE CONVENTION:** Guy Seifert made motion to appoint Scott Mosier as Delegate and Attendee for State Convention, John Kleintop 2<sup>nd</sup> – AIF, Motion Carried

**APPROVE TREASURER'S BOND** – Guy Seifert made motion to approve Treasurer Bond at \$1,500,000.00, John Kleintop 2<sup>nd</sup> – AIF, Motion Carried

**APPROVE BLANKET BOND – OFFICE** - Guy Seifert made motion to approve Treasurer Bond at \$25,000, John Kleintop 2<sup>nd</sup> – AIF, Motion Carried

**APPROVE DEPOSITORIES:** Guy made motion that all Funds going to following:

**FIRST NORTHERN BANK** – Garbage Fund, Garbage Truck Fund, General Fund, Highway Aid Fund, Payroll Account, Septic Escrow Account, ARP Fund – John Kleintop 2<sup>nd</sup> – AIF – Motion carried

**APPROVE MILEAGE RATE** – Guy Seifert motion to approve mileage at \$.67 PER MILE, John Kleintop 2<sup>nd</sup> -AIF – Motion Carried

**RE-APPOINT ZONING HEARING BOARD MEMBERS:** Guy Seifert made motion to appoint Zoning Hearing Board Members as Karl Pielmeier, Robert O'Donnell, George Karas, William Acierno (alternate) John Kleintop 2<sup>nd</sup> – AIF, Motion Carried

**RE-APPOINT PLANNING COMMISSION MEMBERS:** Guy Seifert made motion to appoint Rick Mertz, Robert Ziegenfus, Scott Carter, Dwight Eisenhauer, David Beers, Penny Kleintop, Bruce Miller as planning Commission Members, John Kleintop 2<sup>nd</sup> – AIF, Motion Carried

**SET MEETING DATES FOR 2023:** Guy Seifert made motion to set meeting dates for 2024 unless otherwise specified, John Kleintop 2<sup>nd</sup> – AIF Motion Carried

**Supervisors' Meetings – first Thursday of each month, 7:00 p.m.**

**Planning Commission Meetings – second Monday of each month, 7:00 p.m.**

**Historical Commission – fourth Thursday of each month, 7:00 p.m.**

**ADJOURNMENT** – Motion by John Kleintop to Adjourn at 5:11 pm, Guy Seifert 2<sup>nd</sup> AIF-Motion Carried

Respectfully Submitted,  
Jessica Ahner, Secretary