

TOWAMENSING TOWNSHIP SUPERVISORS' RE-ORGANIZATIONAL MEETING MINUTES
TOWAMENSING TOWNSHIP MUNICIPAL BUILDING
JANUARY 3, 2022 – 5:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL:

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

APPOINT TEMPORARY CHAIRPERSON:

MOTION: Supervisor Scott Mosier made a motion to appoint Supervisor John Kleintop as Temporary Chairman, seconded by Supervisor Guy Seifert
All in favor. Motion carried.

CALL TO ORDER:

Temporary Chairman John Kleintop called the meeting to order.

APPOINT TEMPORARY SECRETARY:

MOTION: John Kleintop made motion to appoint temporary secretary as Guy Seifert, seconded by Guy Seifert
All in Favor. Motion Carried

APPOINTMENTS:

John Kleintop Nominates Guy Seifert as Chairperson Scott Mosier seconded it- All in favor – Motion Carried

Scott Mosier Nominates John Kleintop as Vice-Chairperson and seconded by Guy Seifert – All in favor – Motion Carried

APPOINT CHAIRPERSON OF VACANCY BOARD:

MOTION: Chairperson Seifert made a motion for William Aceirno to be Chairperson of vacancy board, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT ROADMASTER:

MOTION: Chairperson Seifert made a motion to appoint Scott Mosier as Roadmaster, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT SECRETARY:

MOTION: Chairperson Seifert made a motion to appoint Jessica Ahner as Secretary, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT TREASURER:

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

APPOINT CLERK:

MOTION: Vice-Chairperson Kleintop made a motion to appoint Jan Cool as Clerk, seconded by Supervisor Mosier.
All in favor. Motion carried.

APPOINT TOWNSHIP SOLICITOR:

MOTION: Chairperson Seifert made a motion to appoint Thomas Nanovic/Nanovic Law Offices as Township Solicitor, seconded by Vice Chairperson Kleintop. All in favor. Motion carried.

APPOINT ZONING OFFICER:

MOTION: Chairperson Seifert made a motion to appoint Carl Faust as Zoning Officer, Primary, and Marjorie Faust, Alternate, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT UNIFORM BUILDING CODE OFFICER:

MOTION: Chairperson Seifert made a motion to appoint Carl Faust as Uniform Building Code Officer, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT UNIFORM BUILDING CODE INSPECTORS:

MOTION: Chairperson Seifert made a motion to appoint Carl Faust, Primary; Jim Melber, Alternate, Building Code Inspectors, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT TOWNSHIP ENGINEERING FIRM:

MOTION: Chairperson Seifert made a motion to appoint Carbon Engineering as the Township Engineering Firm, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT SEWAGE ENFORCEMENT OFFICER(S):

MOTION: Chairperson Seifert made a motion to appoint Scott Bieber of Lehigh Soils & Wetlands as primary SEO, with Keystone Engineering as alternate, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT FLOOD PLAIN ADMINISTRATOR:

MOTION: Chairperson Seifert made a motion to appoint Scott Bieber as Flood Plain Administrator, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT EMERGENCY MANAGEMENT OFFICER:

MOTION: Chairperson Seifert made a motion to appoint Karl Verren as Emergency Management Officer, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT ZONING HEARING BOARD SOLICITOR:

MOTION: Chairperson Seifert made a motion to appoint Jenny Cheng as Zoning Hearing Board Solicitor, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT PLANNING COMMISSION SECRETARY:

MOTION: Chairperson Seifert made a motion to appoint Jessica Ahner as Planning Commission Secretary, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT PLANNING COMMISSION SOLICITOR:

MOTION: Chairperson Seifert made a motion to appoint Jenny Cheng as Planning Commission Solicitor, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT HISTORIC COMMISSION MEMBERS:

MOTION: Chairperson Seifert made a motion to appoint Karl Rolappe, Mary Beth Beers, Roy Christman, Jack Branch, & Donald Bonett & Penny Kleintop, Gary Anthony to the Historical Commission Board, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT TO AG SECURITY:

MOTION: Supervisor Scott Mosier made a motion to appoint Guy Seifert as AG Security Board, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT AGILITY PROGRAM WATCHDOG:

MOTION: Chairperson Seifert made a motion to appoint Joe Strausberger, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT CHIEF ADMINISTRATIVE OFFICER FOR PENSION:

MOTION: Chairperson Seifert made a motion to appoint Jessica Ahner as Chief Administrative Officer for Pension, seconded Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT OPEN RECORDS OFFICER:

MOTION: Chairperson Seifert made a motion to appoint Jessica Ahner as Open Records Officer and Jan Cool as Alternate, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT ELECTED AUDITORS:

MOTION: Chairperson Seifert made a motion to appoint Eva Dugan, Michael S. George & Tanya Frey Auditors, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried

APPOINT JOINT BOARD OF APPEALS REPRESENTATIVE:

MOTION: Chairperson Seifert made a motion to appoint Michael Tirpak as primary Joint Board of Appeals Representative, and Carl Faust as alternate, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT DELEGATES TO THE CARBON COUNTY TAX COLLECTION COMMITTEE:

MOTION: Chairperson Seifert made a motion to appoint Scott Mosier as a delegate to the Carbon County Tax Collection Committee, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPOINT DELEGATE AND ATTENDEE FOR PSATS STATE CONVENTION:

MOTION: Chairperson Seifert made a motion to appoint Scott Mosier, seconded by Vice Chairperson Kleintop. All in favor. Motion carried.

APPROVE TREASURER'S BOND - \$1,500,000.00:

MOTION: Chairperson Seifert made a motion to approve bond, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

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

MOTION: Chairperson Seifert made a motion to approve Blanket Bond, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

APPROVE DEPOSITORIES:

FIRST NORTHERN BANK – Garbage Fund, General Fund, Garbage Truck Fund, Payroll Account, Highway Aid Fund, and Septic Escrow Account, ARP Funding

MOTION: Chairperson Seifert made a motion to approve each depository, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

RECOMMEND AUTHORITY FOR TWO SUPERVISORS' SIGNATURES ON ALL CHECKS:

MOTION: Vice-Chairperson Kleintop made a motion to approve two signatures on all checks, seconded by Supervisor Mosier. All in favor. Motion carried.

APPROVE MILEAGE RATE 585 cents PER MILE:

MOTION: Chairperson Seifert made a motion to set mileage rate at .585 cents per mile, same as the IRS, seconded by Vice-Chairman Kleintop. All in favor. Motion carried.

RE-APPOINT ZONING HEARING BOARD MEMBER(S):

MOTION: -Chairperson Seifert made a motion to re-appoint George Karas, Robert O'Donnell, Karl Pielmeier as the Primary Board Members, and William Acierno as an alternate, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

RE-APPOINT PLANNING COMMISSION MEMBER(S):

MOTION: Chairperson Seifert made a motion to re-appoint Rick Mertz, Robert Ziegenfus, George White, Dwight Eisenhauer, Penny Kleintop and David Beers & Bruce Miller as planning commission members, seconded by Vice-Chairperson Kleintop All in favor. Motion carried

SET MEETING DATES FOR 2022: 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 15th and December 16th 7:00 p.m.; Historical Commission – fourth Thursday of each month, 7:00 p.m.; Staff Meeting 4th Thursday of the month @ 3pm

MOTION: Chairperson Seifert made a motion to approve meeting dates, seconded by Vice-Chairperson Kleintop. All in favor. Motion carried.

ADJOURNMENT:

MOTION: Vice-Chairperson Kleintop made a motion to adjourn the Re-Organizational Meeting, seconded by Supervisor Mosier - All in favor. Motion carried.

5:09 p.m.

Respectfully submitted,
Jessica Ahner, Secretary