

TOWAMENSING TOWNSHIP SUPERVISORS' RE-ORGANIZATIONAL MEETING MINUTES
TOWAMENSING TOWNSHIP MUNICIPAL BUILDING
JANUARY 4, 2021 – 5:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL:

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

APPOINT TEMPORARY CHAIRPERSON:

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

CALL TO ORDER:

Temporary Chairman Seifert called the meeting to order.

APPOINT TEMPORARY SECRETARY:

MOTION: Scott Mosier made motion to appoint temporary secretary Jessica Ahner, seconded by John Kleintop.
All in Favor. Motion Carried

APPOINTMENTS:

APPOINT CHAIRPERSON:

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

APPOINT VICE-CHAIRPERSON:

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

APPOINT CHAIRPERSON OF VACANCY BOARD:

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

APPOINT ROADMASTER:

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

APPOINT SECRETARY:

MOTION: Vice-Chairperson Kleintop made a motion to appoint Jessica Ahner as Secretary, seconded by Supervisor Mosier.
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: Vice-Chairperson Kleintop made a motion to appoint Thomas Nanovic/Nanovic Law Offices as Township Solicitor, seconded by Supervisor Mosier.
All in favor. Motion carried.

APPOINT ZONING OFFICER:

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

APPOINT UNIFORM BUILDING CODE OFFICER:

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

APPOINT UNIFORM BUILDING CODE INSPECTORS:

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

APPOINT TOWNSHIP ENGINEERING FIRM:

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

APPOINT SEWAGE ENFORCEMENT OFFICER(S):

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

APPOINT FLOOD PLAIN ADMINISTRATOR:

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

APPOINT EMERGENCY MANAGEMENT OFFICER:

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

APPOINT ZONING HEARING BOARD SOLICITOR:

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

APPOINT PLANNING COMMISSION SECRETARY:

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

APPOINT PLANNING COMMISSION SOLICITOR:

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

APPOINT HISTORIC COMMISSION MEMBERS:

MOTION: Vice-Chairperson Kleintop made a motion to appoint Karl Rolappe, Mary Beth Beers, Brenda Drew, Roy Christman, Jack Branch, & Donald Bonett & Penny Kleintop to the Historical Commission Board, seconded by Supervisor Mosier.

All in favor. Motion carried.

APPOINT TO AG SECURITY:

MOTION: Vice-Chairperson Kleintop made a motion to appoint Guy Seifert as AG Security Board, seconded by Supervisor Mosier.

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 by Supervisor Mosier.

All in favor. Motion carried.

APPOINT OPEN RECORDS OFFICER:

MOTION: Supervisor Mosier 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: Vice-Chairperson Kleintop made a motion to appoint Eva Dugan, Michael S. George & Tanya Frey Auditors, seconded by Supervisor Mosier.

All in favor. Motion carried.

APPOINT JOINT BOARD OF APPEALS REPRESENTATIVE:

MOTION: Supervisor Mosier made a motion to appoint Michael Tirpak as primary Joint Board of Appeals Representative, Greg Haas as alternate, and Carl Faust as second alternate, seconded by Chairperson Seifert.

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: Vice-Chairperson Kleintop made a motion to approve bond, seconded by Vice-Chairman Mosier.

All in favor. Motion carried.

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

MOTION: Vice-Chairperson Kleintop made a motion to approve Blanket Bond, seconded by Supervisor Mosier.

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.

MOTION: Vice-Chairperson Kleintop made a motion to approve each depository, seconded by Supervisor Mosier.

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 56 cents PER MILE:

MOTION: Chairperson Seifert made a motion to set mileage rate at 56 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: Vice-Chairperson Kleintop 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 Supervisor Mosier.

All in favor. Motion carried.

RE-APPOINT PLANNING COMMISSION MEMBER(S):

MOTION: Vice-Chairperson Kleintop made a motion to re-appoint Rick Mertz, Robert Ziegenfus, George White, Dwight Eisenhower, Penny Kleintop and David Beers & 1 vacancy as planning commission members, seconded by Supervisor, Mosier.

All in favor. Motion carried

APPOINT NEW PLANNING COMMISSION MEMBER:

MOTION: Chairperson Seifert made a motion to table this until a new member to Planning Commission becomes available, seconded by Vice Chairman, Kleintop.

All in favor. Motion carried.

SET MEETING DATES FOR 2021: 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: Vice-Chairperson Kleintop made a motion to approve meeting dates, seconded by Supervisor Mosier.

All in favor. Motion carried.

APPROVE REQUEST BY TOWAMENSING TOWNSHIP VOLUNTEER FIRE COMPANY:

MOTION: Chairperson Seifert made a motion to approve activities list as noted on the list received, seconded by Supervisor Mosier.

All in favor. Motion carried.

ADJOURNMENT:

MOTION: Supervisor Mosier made a motion to adjourn the Re-Organizational Meeting, seconded by Vice-Chairman Kleintop.

All in favor. Motion carried.

5:17 p.m.

Respectfully submitted,
Jessica Ahner, Secretary