

TOWAMENSING TOWNSHIP RE-ORGANIZATIONAL MEETING
TOWAMENSING TOWNSHIP MUNICIPAL BUILDING
Minutes
JANUARY 5, 2026 – 5:00 p.m.

Scott Mosier recording

ROLL CALL

Guy Siefert – Chairperson, **John Kleintop** – V. Chairperson/Treasurer, **Scott Mosier** – Supervisor, **Thomas Nanovic** – Solicitor, **Patricia Kuehner** – Secretary, **Jim Melber** – Zoning Officer, **Greg Haas** – Engineer.

Scott Mosier made motion to appoint John Kleintop as Temporary Chairperson, Guy Seifert 2nd – AIF Motion Carried

CALL TO ORDER FOR ORGANIZATION FOR 2026

Guy Seifert made motion to appoint Tom Nanovic as Temporary Secretary, Scott Mosier 2nd – AIF – Motion Carried

APPOINTMENTS:

NOMINATIONS FOR CHAIRPERSON – Scott Mosier nominated Guy Seifert for Chairperson.

APPOINT CHAIRPERSON: – Scott Mosier made motion to appoint Guy Seifert for Chairperson, John Kleintop 2nd – 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 2nd - AIF – Motion Carried

APPOINT CHAIRPERSON OF VACANCY BOARD: John Kleintop made motion to appoint Richard Getz as Chairperson of Vacancy Board, Guy Seifert 2nd – AIF – Motion Carried

APPOINT ROADMASTER: John Kleintop made motion to appoint Scott Mosier as Roadmaster, Guy Seifert 2nd – AIF - Motion Carried

APPOINT SECRETARY: John Kleintop made motion to appoint Patricia Kuehner as Secretary, Guy Seifert 2nd – AIF - Motion Carried

APPOINT TREASURER: Guy Seifert made a motion to appoint John Kleintop for Treasurer, Scott Mosier 2nd - AIF – Motion Carried

APPOINT CLERK: John Kleintop made motion to appoint Jesse Barbaro as Clerk, Scott Mosier 2nd – AIF - Motion Carried

APPOINT TOWNSHIP SOLICITOR: Guy Seifert made motion to appoint Thomas Nanovic, Nanovic Law Offices as Township Solicitor, John Kleintop 2nd – AIF - Motion Carried

APPOINT ZONING OFFICER: John Kleintop made motion to appoint Jim Melber as Primary Zoning Officer and Cody Craig as the Alternate Zoning Officer, Guy Seifert 2nd – AIF - Motion Carried

APPOINT UNIFORM BUILDING CODE OFFICER: John Kleintop made motion to appoint Jim Melber as Primary Uniform Building Code Officer and Cody Craig as the Alternate Uniform Building Code Officer, Guy Seifert 2nd – AIF - Motion Carried

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

APPOINT SEWAGE ENFORCEMENT OFFICER(S): Guy Seifert made motion to appoint Ian Farrell as Primary SEO and Steve Gitch as Alternate SEO, John Kleintop 2nd – AIF - Motion Carried

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

APPOINT EMERGENCY MANAGEMENT OFFICER: John Kleintop made motion to appoint Joe Szwajkowski as Primary EMO and Tom Newman as Alternate EMO, Guy Seifert 2nd – AIF - Motion Carried

APPOINT ZONING HEARING BOARD SOLICITOR: John Kleintop made motion to appoint Matthew Schnell as ZHB Solicitor, Scott Mosier 2nd – AIF - Motion Carried

APPOINT PLANNING COMMISSION SECRETARY: Guy Seifert made motion to appoint Greg Haas as Planning Commission Secretary, John Kleintop 2nd – AIF - Motion Carried

APPOINT PLANNING COMMISSION SOLICITOR: Guy Seifert made motion to appoint Matthew Schnell as PC Solicitor, John Kleintop 2nd – AIF - Motion Carried

APPOINT HISTORICAL COMMISSION MEMBERS: Guy Seifert made motion to appoint Historical Commission Members as Gary Anthony, Donald Bonett, Jack Branch, Sandy Branch, Barry George, Tom Newman, Patricia Kuehner - John Kleintop 2nd – AIF - Motion Carried

APPOINT TO AG SECURITY: John Kleintop made motion to appoint Guy Seifert as AG Security Chairperson, Scott Mosier 2nd – AIF - Motion Carried

APPOINT AGILITY PROGRAM WATCH DOG: Guy Seifert made motion to appoint Scott Mosier as Agility Program Watch Dog, John Kleintop 2nd – AIF - Motion Carried

APPOINT CHIEF ADMINISTRATIVE OFFICER FOR PENSION: Guy Seifert made motion to appoint Patricia Kuehner as Chief Administration Officer for Pension, John Kleintop 2nd – AIF - Motion Carried

APPOINT OPEN RECORDS OFFICER: Guy Seifert made motion to appoint Patricia Kuehner as Primary Records Officer and Jesse Barbaro as Alternate, John Kleintop 2nd – AIF - Motion Carried

APPOINT JOINT BOARD OF APPEALS REPRESENTATIVE: Guy Seifert made motion to appoint Board of Appeals Representatives as Greg Haas as Primary Board of Appeals Rep and Jim Melber as Alternate Board of Appeals Rep., John Kleintop 2nd – AIF - Motion Carried

APPOINT DELEGATES TO THE CARBON COUNTY TAX COLLECTION COMMITTEE: Guy Seifert made motion to appoint Scott Mosier as Tax Collector Delegate and Susan Marques as alternate, John Kleintop 2nd – 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 2nd – AIF - Motion Carried

Tanya Frey and Tom Newman were appointed as Township Auditors at the End of Year Meeting held on December 30, 2025. 6 Year Term 2026-2032

APPROVE TREASURER'S BOND – Scott Mosier made motion to approve Treasurer Bond at \$1,500,000.00, John Kleintop 2nd – AIF - Motion Carried

APPROVE BLANKET BOND – OFFICE – John Kleintop made motion to approve Treasurer Bond at \$25,000, Scott Mosier 2nd – AIF - Motion Carried

APPROVE DEPOSITORIES: Guy Seifert made motion that all Funds are 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 2nd – AIF – Motion carried

APPROVE MILEAGE RATE – Guy Seifert motion to approve mileage at \$.70 PER MILE, John Kleintop 2nd -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 2nd – AIF - Motion Carried

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

SET MEETING DATES FOR 2026: John Kleintop made motion to set meeting dates for 2026 unless otherwise specified, Guy Seifert 2nd – 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.**

John Kleintop made a motion to approve the Holiday and Meeting Schedules for 2026, Guy Seifert 2nd – AIF – Motion Carried.

ADJOURNMENT – Motion by John Kleintop to Adjourn at 5:15 pm, Guy Seifert 2nd AIF - Motion Carried

Respectfully Submitted,

***Patricia Kuehner*, Secretary**