

Monday, JANUARY 4, 2021
Minutes of the Annual Reorganization and Regular Meeting
Roaring Brook Township Board of Supervisors

The annual reorganization meeting of the Roaring Brook Township Board of Supervisors was held on Monday, January 4, 2021, at 8:00 p.m. at the Municipal Building on Blue Shutters Road. Present were Supervisors Jordan, Farischon and Schield, Solicitor Jenna Kraycer Tuzze, Paul Kozik, Chief Donald Hickey, Edward Jennings and Kim Sanderson.

PUBLIC COMMENT

- Kim Sanderson complimented Township and Fire Company for Santa on Sleigh and Fire Engine riding through the Township.

REORGANIZATION

- Solicitor Jenna Kraycer Tuzze took over as temporary chairman for the reorganization meeting of the Roaring Brook Township Board of Supervisors for the year 2021.
- A **MOTION** by Farischon to **nominate Anthony Jordan as Chairman of the Roaring Brook Township Board of Supervisors for the year 2021** was seconded by Schield. Motion carried. Jordan abstained.

At this time, Chairman Jordan took over the meeting.

- A **MOTION** by Farischon to **nominate Eric Schield Vice Chairman of the Board for the year 2021** was seconded by Jordan. Motion carried.
- A **MOTION** by Schield to **appoint Robert Farischon Secretary/Treasurer of the Board of Supervisors for the year 2021 with pay rate set by Board of Auditors** was seconded by Jordan. Motion carried.
- A **MOTION** by Farischon and seconded by Jordan to:
 - **reappoint Eric Schield as Roadmaster for the year 2021, with pay rate set by Board of Auditors,**
 - **reappoint Oliver Price & Rhodes as Township Solicitor at the rate of \$90.00 per hour,**
 - **appoint Paul Kozik as Vacancy Board Chairman,**
 - **reappoint LaBella Associates, PC as Township Engineer,**
 - **reappoint Don Hickey as full time Police Officer, for the year 2021 with compensation at the rate of \$23.45 per hour, as per current contract,**
 - **reappoint Don Hickey, Police Chief, for the year 2021 with compensation at the rate of \$4.22 per hour to be in addition to full time police officer rate for 2021,**
 - **reappoint Brian Bauer as full time Police Officer at the rate of \$23.45 per hour,**
 - **reappoint Mike Mallick as part time Police Officer at the rate of \$18.21 per hour,**
 - **reappoint Marty Cieless as part time Police Officer at the rate of \$18.00 per hour,**
 - **reappoint Billy Jordan as part time Police Officer at the rate of \$18.00 per hour,**
 - **reappoint Dale Baird as part time office manager at \$20.70 per hour**
 - **reappoint Karen Gabello as part time clerical worker at \$15.90 per hour,**

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- reappoint Paul Kozik as part time Sewage Enforcement Officer at the rate of \$30.75 per hour,
- reappoint Building Inspection Underwriters (BIU) as Residential & Commercial Building Inspector,
- reappoint Paul Kozik as Zoning Officer/Sign Enforcement Officer at the rate of \$20.10 per hour,
- reappoint Ethan Austin as Truck Driver w/CD full time at the rate of \$19.00 per hour,
- reappoint Joey Antosh as part time truck driver – as needed with CDL at \$18.20 per hour,
- reappoint Paul Trygar as part time truck driver – as needed with CDL at \$18.20 per hour,
- reappoint Joe Antosh as part time truck driver – as needed with CDL at \$18.20 per hour,
- reappoint Mark Lamberti as part time truck driver – as needed with CDL at \$18.47 per hour,
- reappoint Anthony Jordan as Assistant Roadmaster with pay rate set by Board of Auditors,
- authorize Maintenance Worker wo/CDL part time at a rate of \$10.00 per hour,
- reappoint Facilities Maintenance part time worker Richard Schield at a rate of \$16.80 per hour,
- reappoint three Roaring Brook Township Supervisors as Lackawanna County COG delegate,
- reappoint three Roaring Brook Township Supervisors as North Pocono COG Delegate,
- reappoint Robert Farischon as Chief Administrative Officer of the Police Pension Fund,
- reappoint Jamie Pabst to a term (3 years) on the Roaring Brook Township Recreation Commission,
- reappoint Tom Enkulenko to a term (3 years) on the Roaring Brook Township Recreation Commission,
- reappoint an open position (one 3 year) on the Roaring Brook Township Recreation Commission
- reappoint an open position (2 years) on the Roaring Brook Township Sewer Authority Board,
- reappoint Linda Christianson to a term (5 years) on the Roaring Brook Township Zoning Hearing Board
- reappoint Joe Antosh as Emergency Management Coordinator
- reappoint Art Christianson to a term (4 years) on the Roaring Brook Township Planning Commission

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- recommend that the Board of Auditors set the Treasurer's Bond at \$350,000.00,
- reappoint Peoples Security Bank as depository of Township funds,
- reappoint PA Treasurer Invest Program/NBT Bank/Edward Jones as depository of Township funds,
- approve the use of Township Seal in lieu of a Notary Seal,
- certify Delegate to the PSATS Convention naming Eric Schield as the voting delegate,
- authorize the Supervisors and Office Manager to attend PSATS Convention,
- authorize the Roadmaster to spend up to \$500.00 per month for emergency situations without prior approval of the Board,
- authorize the Roadmaster to establish and maintain a list of potential and part time employees and utilize them as conditions warrant,
- establish a 2021 Holiday Schedule for non uniformed employees of the Township as follows: New Year's Day, Friday - January 1, Easter Sunday, Memorial Day, Monday - May 31, Independence Day, Monday - July 5, Labor Day, Monday - September 6, Floating Holiday – two after 10 years of service, Veterans Day, Thursday - November 11, Thanksgiving Day, Thursday – November 25, Christmas Eve(observed), Thursday – December 23, and Christmas Day(observed), Friday – December 25.
- establish the time and place of regular monthly meetings of the Roaring Brook Township Board of Supervisors at the Municipal Building, Blue Shutters Road at 8:00 PM on the following dates for the year 2021; January 4, February 4, March 4, April 1, May 6, June 3, July 1, August 5, September 2, October 7, November 4, and December 2,
- approve the work session dates of the Roaring Brook Township Board of Supervisors at the Township Building at 10:30 AM for the year 2021: January 20, February 17, March 17, April 21, May 19, June 16, July 21, August 18, September 15, October 20, November 17, and December 15,
- authorize mileage reimbursement as set per the IRS rate for 2021 at \$.56 per mile,
- appoint Tony Jordan LCTCC wage tax Act 32 Delegate,
- appoint Robert Farischon as Alternate LCTCC Delegate,
- adopt resolution setting Police Pension Member contribution at 5% for 2021,
- in accordance with Act 32, Berkheimer was appointed Wage Tax Collector for all Lackawanna County Communities starting with 2012 year.

Motion carried for all of the above items listed.

It was noted that Richard Schield is Supervisor Eric Schield's father. Eric abstained on Richard Schield reappointment.

Reorganization meeting ended at 8:47pm.

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Minutes of Regular Meeting
Roaring Brook Township Board of Supervisors

The regular meeting of the Roaring Brook Board of Supervisors was held on Monday, January 4, 2021, following the annual reorganization meeting at the Municipal Building on Blue Shutters Road.

MINUTES & TREASURERS REPORT

- A **MOTION** to accept the **Minutes of the Regular meeting of December 3, 2020 and the Special Meeting of December 16, 2020**, as presented, was made by Farischon, and seconded by Schield. Motion carried.
- A **MOTION** to accept the **Accounts Payable and Payroll of January 4, 2021**, as presented, was made by Farischon and seconded by Schield. Motion carried.
- A **MOTION** to accept the **Treasurer's Report for January 4, 2021**, as presented, was made by Schield and seconded by Farischon. Motion carried.

COVID -19 Action – A **MOTION** by Jordan and seconded by Farischon to **extend COVID-19 State of Emergency and the additional \$2.00 per hour until February meeting**. Motion carried.

CORRESPONDENCE

- Check for \$4700 from the Lackawanna County Reinvest Grant for the Basketball Court at the Township building with \$300 remaining for sign.
- Thank you from Griffin Pond Animal shelter for donation.

ACTIONS ON CORRESPONDENCE

- None.

SOLICITOR

- Galka status – judge to set date for trial.
- Lou Lifrieri Conditional Use issue meeting on January 11, 2021 at 7:00 pm.

ROAD DEPARTMENT

- Read into record.
- Roadmaster applied for a Dirt & Gravel Road Grant for Simmerson Road in the amount of \$15,957.97

POLICE DEPARTMENT

- Report into record and is on file

RECYCLING

- 2.84 ton for December, 17.68 ton for 2020.

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COG

- No meeting.

BUILDING PERMITS

- | | | |
|------------------|----------|--------------|
| • Sander Hicks | New Home | Summit Woods |
| • Tyler Pawelzik | New Home | Summit Woods |
| • Jason O'Malley | Larkspur | Addition |

PERSONS TO BE HEARD

- None.

UNFINISHED BUSINESS

- Supervisors, Zoning Officer Paul Kozik and Planning Commission working on a new sign ordinance.
- Supervisors and Police entered into a new contract. A **MOTION** by Farischon and seconded by Schield to **ratify the Police Contract for the period January 1, 2021 to December 31, 2023.** Motion carried.

NEW BUSINESS

- Spring Clean Up – A **MOTION** by Farischon and seconded by Jordan to **authorize Eric Schield to seek prices for Spring Clean Up.** Motion carried.

ADJOURNMENT

- A **MOTION** by Schield, seconded by Farischon to **adjourn at 8:42 p.m.** Motion carried.

Respectfully submitted,

Robert L. Farischon,
Secretary