

Monday, JANUARY 3, 2023
Minutes of the Annual Reorganization Meeting
Roaring Brook Township Board of Supervisors

The annual reorganization meeting of the Roaring Brook Township Board of Supervisors was held on Tuesday, January 3, 2023, at 12 noon. at the Municipal Building on Blue Shutters Road. Present were Supervisor Schield Atty. Jenna Kraycer Tuzze, Supervisors Jordan and Farischon were present via conference calling. No public was in attendance

Addition to the Agenda

None

PUBLIC COMMENT

None

REORGANIZATION

- A MOTION by Jordan was seconded by Farischon to appoint Attorney Kraycer Tuzze as temporary chairman for the reorganization meeting of the Roaring Brook Township Board of Supervisors for the year 2023. Motion carried.
- A MOTION by Schield to **nominate Anthony Jordan as Chairman of the Roaring Brook Township Board of Supervisors for the year 2022** was seconded by Farischon. Motion carried.
- A MOTION by Farischon to **nominate Eric Schield Vice Chairman of the Board for the year 2023** was seconded by Jordan. Motion carried.
- A MOTION by Schield to **appoint Robert Farischon Secretary/Treasurer of the Board of Supervisors for the year 2023 with pay rate set by Board of Auditors** was seconded by Jordan. Motion carried.

At this time, Chairman Jordan took over the meeting.

- A MOTION by Farischon and seconded by Jordan to:
- **reappoint Eric Schield as Roadmaster for the year 2023, with pay rate set by Board of Auditors,**
- **reappoint Oliver Price & Rhodes as Township Solicitor at the rate of \$125.00 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 2023 with compensation at the rate of \$24.88 per hour, as per current contract plus an additional \$2.00 per hour per MOU,**
- **reappoint Don Hickey, Police Chief, for the year 2023 with compensation at the rate of \$4.50 per hour to be in addition to full time police officer rate for 2023,**
- **reappoint Brian Bauer as full time Police Officer at the rate of \$24.15 per hour plus additional \$2.00per hour per MOU,**
- **reappoint Mike Mallick as part time Police Officer at the rate of \$21.83per hour,**
- **reappoint Marty Cieless as part time Police Officer at the rate of 21.83 per hour,**

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- reappoint Billy Jordan as part time Police Officer at the rate of \$21.83 per hour,
- reappoint Dale Baird as part time office manager at \$24.15 per hour
- reappoint Karen Gabello as part time clerical worker at \$19.00 per hour,
- reappoint Paul Kozik as part time Sewage Enforcement Officer at the rate of \$34.96 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 \$24.66 per hour,
- reappoint Ethan Austin as Truck Driver w/CD full time at the rate of \$22.60 per hour,
- reappoint Joey Antosh as part time truck driver – as needed with CDL at \$21.83 per hour,
- reappoint Mark Lamberti as Truck Driver w/CD full time at the rate of \$23.63 per hour,
- reappoint Anthony Jordan as Assistant Roadmaster with pay rate set by Board of Auditors,
- appoint Joseph Dunda to the Sewer Authority to fill an unexpired term of one year,
- reappoint Jeff Huester to a term of (4 years) on the Sewer Authority,
- reappoint Christopher Dunleavy to a term of (4 years) on the Sewer Authority,
- 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 Donald Preate to a term (3 years) on the Roaring Brook Township Recreation Commission,
- an open position exists (3 year) on the Roaring Brook Township Recreation Commission,
- an open position exists (1 year) on the Roaring Brook Township Recreation Commission,
- reappoint Rich Motichka to a term (5 years) on the Roaring Brook Township Zoning Hearing Board,
- reappoint Joe Antosh as Emergency Management Coordinator,
- reappoint Dave Mead to a term (4 years) on the Roaring Brook Township Planning Commission,
- appoint Joey Antosh to a term (4 years) as an alternate 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 2023 Holiday Schedule for non uniformed employees of the Township as follows: New Year's Day, (observed Monday) – January 2, - May 29, Independence Day, Monday - July 4, Labor Day, Monday - September 4, Floating Holiday – two after 10 years of service, Thanksgiving Day, – November 23, Christmas Eve(observed), Tuesday – December 26, and Christmas Day(observed), Monday – 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 2023; January 18, February 2, March 2, April 6, May 4, June 1, July 6, August 3, September 7, October 5, November 2, and December 7,
- approve the work session dates of the Roaring Brook Township Board of Supervisors at the Township Building at 10:30 AM for the year 2023: January 18, February 15, March 15, April 19, May 17, June 14, July 19, August 16, September 20, October 18, November 15, and December 20,
- authorize mileage reimbursement as set per the IRS current rate for 2023 at \$.65.5 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 2023,
- to appoint John Brostosky as CPA to conduct 2022 Annual Audit,
- 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.

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- A **MOTION** by Jordan and seconded by Farischon to **pay the bills payable for December 31, 2022.** Motion carried.

ADJOURNMENT

- A **MOTION** by Schield, seconded by Farischon to **adjourn at 12:13 p.m.** Motion carried.

Respectfully submitted,

Robert L. Farischon,
Secretary