

TUESDAY, JANUARY 2, 2024
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 Tuesday, January 2, 2024, at 12 noon. at the Municipal Building on Blue Shutters Road. Present were Supervisors Jordan, Farischon and Schield, Atty. Jack Price. No public was in attendance.

Addition to the Agenda

None

PUBLIC COMMENT

None

REORGANIZATION

- Atty Jack Price was appointed as temporary chairman for the reorganization meeting of the Roaring Brook Township Board of Supervisors for the year 2024.
- A **MOTION** by Farischon to **nominate Anthony Jordan as Chairman of the Roaring Brook Township Board of Supervisors for the year 2024** was seconded by Schield. Motion carried.

At this time, Chairman Jordan took over the meeting.

- A **MOTION** by Farischon and seconded by Schield to:
- A **MOTION** by Farischon to **nominate Eric Schield Vice Chairman of the Board for the year 2024** was seconded by Schield. Motion carried.
- A **MOTION** by Farischon to **appoint Robert Farischon Secretary/Treasurer of the Board of Supervisors for the year 2024 with pay rate set by Board of Auditors** was seconded by Schield. Motion carried.
- **reappoint Eric Schield as Roadmaster for the year 2024, 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 2024 with compensation at the rate of \$28.00 per hour, as per current contract.**
- **reappoint Don Hickey, Police Chief, for the year 2024 with compensation at the rate of \$4.75 per hour to be in addition to full time police officer rate for 2024,**
- **reappoint Brian Bauer as full time Police Officer at the rate of \$28.00 per hour,**
- **reappoint Mike Mallick as part time Police Officer at the rate of \$22.75 per hour,**
- **reappoint Marty Cieless as part time Police Officer at the rate of 22.75 per hour,**

Page 2
Tuesday, JANUARY 2, 2024
Minutes of the Annual Reorganization and Regular Meeting
Roaring Brook Township Board of Supervisors

- reappoint Billy Jordan as part time Police Officer at the rate of \$22.75 per hour,
- reappoint Dale Baird as part time office manager at \$25.00 per hour
- reappoint Karen Gabello as part time clerical worker at \$19.75 per hour,
- reappoint Paul Kozik as part time Sewage Enforcement Officer at the rate of \$36.25 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 \$26.00 per hour,
- reappoint Ethan Austin as Truck Driver w/CDL full time at the rate of \$23.60 per hour,
- reappoint Joey Antosh as part time truck driver – as needed with CDL at \$23.00 per hour,
- reappoint Mark Lamberti as Truck Driver w/CDL full time at the rate of \$24.60 per hour,
- reappoint Anthony Jordan as Assistant Roadmaster with pay rate set by Board of Auditors,
- reappoint Joseph Dunda to a term of (4 years) on the Sewer Authority,
- an open position exists for (1 year) on the Sewer Authority,
- an open position exists for (3 years) on the Zoning Hearing Board Member,
- 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 Tom Enkulenko to a term (3 years) on the Roaring Brook Township Recreation Commission,
- reappoint Jamie Pabst 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,
- reappoint Robert Bocchicio to a term (5 years) on the Roaring Brook Township Zoning Hearing Board,
- reappoint Joe Antosh as Emergency Management Coordinator,
- reappoint Bob Farischon to a term (3 years) on the Roaring Brook Township Planning Commission,
- reappoint Joey Antosh to a term (3 years) on the Roaring Brook Township Planning Commission,
- an open position exists (3 year) for an alternate on the Roaring Brook Township Planning Commission,

Page 3
Tuesday, January 2, 2024
Minutes of the Annual Reorganization and Regular Meeting
Roaring Brook Township Board of Supervisors

- 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/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 2024 Holiday Schedule for non uniformed employees of the Township as follows: New Year's Day - Monday January 1, Memorial Day - May 27, Independence Day - July 4, Labor Day - Monday September 2, Floating Holiday – two after 10 years of service, Thanksgiving Day - Thursday November 28, Christmas Eve - Tuesday December 24, and Christmas Day - Wednesday 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 2024; January 2, February 1, March 7, April 4, May 2, June 6, July 2, August 1, September 5, October 3, November 7, and December 5,
- approve the work session dates of the Roaring Brook Township Board of Supervisors at the Township Building at 10:30 AM for the year 2024: January 17, February 21, March 20, April 17, May 15, June 19, July 17, August 21, September 18, October 16, November 20, and December 18,
- authorize mileage reimbursement as set per the IRS current rate for 2024 at \$.67 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 2024,
- to appoint John Brostosky as CPA to conduct 2023 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.

Page 4
Tuesday, January 2, 2024
Minutes of the Annual Reorganization and Regular Meeting
Roaring Brook Township Board of Supervisors

Minutes of Regular Meeting
Roaring Brook Township Board of Supervisors

The regular meeting of the Roaring Brook Board of Supervisors was held on Tuesday, January 2, 2024, following the annual reorganization meeting at the Municipal Building on Blue Shutters Road.

PUBLIC COMMENT

- None

ADDITIONS TO THE AGENDA

- None

MINUTES & TREASURERS REPORT

- A **MOTION** to accept the **Minutes of the Regular Meeting of December 7, 2023 and Special Meeting of December 20, 2023**, as presented was made by Farischon and seconded by Schield. Motion carried.
- A **MOTION** to accept the **Accounts Payable and Payroll for the report of January 2, 2024**, as presented was made by Schield and seconded by Farischon. Motion carried.
- A **MOTION** to accept the **Treasurer's Report for the report of January 2, 2024**, as presented, was made by Schield, and seconded by Farischon. Motion carried.

CORRESPONDENCE

- Thank you card from Ann and Michael Ratchford to Officer Marty Cieless.
- Email from Ian Farr and the North Pocono Soccer League (NPYSL) regarding a planning study for the development of a soccer facility.

ACTION ON CORRESPONDENCE

- Board will schedule phone meeting to discuss soccer planning study during the January Work Session.

SOLICITOR'S REPORT

- Nothing new to report.

ROAD DEPARTMENT

- Report read.

POLICE DEPARTMENT

- Report read and on file.

RECYCLING

- 1.72 ton for December. 15.88 ton is total for 2023 that is 1.14 ton less than 2022.

COG

- No meeting, next meeting is on January 10, 2023.

Page 5
Tuesday, January 2, 2024
Minutes of the Annual Reorganization and Regular Meeting
Roaring Brook Township Board of Supervisors

BUILDING PERMITS

- | | | |
|----------------------|-----------|--------------|
| • Lorenzo Policichio | New Home | Summit Woods |
| • Thomas Churilla | Generator | Summit Woods |

UNFINISHED BUSINESS

- None.

NEW BUSINESS

- Spring Clean Up – Schield talked to Contractor from last year and asked for a quote for a week in May.
- Police Contract for period 2024 – 2026 for full time police officers.
- A **MOTION** by Farischon and seconded by Schield to **ratify the Police Contract for January 1, 2024 to December 31, 2026.** Motion carried.

PUBLIC COMMENT

- Paul Kozik asked Atty Price if anything new on the Ruocco case. Price said nothing new.

ADJOURNMENT

- A **MOTION** by Farischon and seconded by Schield was made **to adjourn at 8:35pm.** Motion carried.

Respectfully submitted,

Robert Farischon, Secretary