

**THURSDAY, July 2, 2019**  
**REGULAR MONTHLY MEETING**  
**ROARING BROOK TOWNSHIP BOARD OF SUPERVISORS**

The regular meeting of the Roaring Brook Township Board of Supervisors was held on Tuesday July 2, 2019 at 8:00 pm at the Municipal Building on Blue Shutters Road. Present were Supervisors Anthony Jordan, Eric Schield and Robert Farischon, Attorney Michael O'Brien, Chief Donald Hickey, Gerard Hetman, Michele Wilk, Joe Nayda, Diane Walls, Patricia Pallien, Monica and Joe Scaduto, Paul Kozik, and George Dunda.

Chairman Jordan announced an Executive Session was held prior to meeting with the solicitor to discuss potential litigation.

### **PUBLIC COMMENT**

- Gerard Hetman from County –**Art in the Park, Family Fun Days at the Parks, Penn State Extension Serve Safety a two day program, information for Farmers Market vouchers for senior citizens. The County Commissioners recognized the “Good Works” by the Master Gardeners for their efforts at the North Pocono Public Library community garden. The garden produces fresh produce that is donated to the North Pocono food pantry.**
- Joe Nayda had questions about the Sunshine Act. Solicitor O'Brien explained the differences between a work session and an executive session.

### **MINUTES & TREASURERS REPORT**

- A **MOTION to accept the Minutes of the Regular Meeting of June 6, 2019** as presented was made by Farischon and seconded by Schield. Motion carried.
- A **MOTION to accept the Accounts Payable and Payroll of July 2, 2019** as presented, was made by Farischon and seconded by Schield. Motion carried.
- A **MOTION to accept the Treasurer's Report of July 2, 2019** as presented, was made by Schield, and seconded by Farischon. Motion carried.

### **CORRESPONDENCE**

- Saint Eulalia's Church – notifying the Police Department and Supervisors a special occasion permit has been granted to serve alcoholic beverages at the Parish Festival, July 18-20.
- Commonwealth of PA – Compliance Audit for the Elmhurst-Roaring Brook Volunteer Firefighter's Relief Association for the period of January 1, 2017-December 31, 2018.
- Lackawanna County Conservation District – Notice of Termination for the Rehabilitation of Elmhurst Dam.
- Association of Township Officials Lackawanna County – Convention on Thursday, August 15 at Al Mia Amore at a cost of \$5.00 per delegate and \$ 18.00 per guest.
- Lackawanna County Planning & Economic Development – Workshop for FEMA Floodplain Technical Assistance on Tuesday, June 25.
- Roaring Brook Twp. Planning Commission – Recommending approval for the minor subdivision of lands of H & P Partnership (David Perry) with the following recommendations:
  1. Waiving requirement Section 404.1a drawn to scale 100 ft/inch to as drawn (300 ft/inch).
  2. Conditional approval upon DEP Sewage planning module approval.
- Lackawanna County Planning Commission – Approval of the minor subdivision of lands of H & P Partnership.
- DEP – Resolution for Plan Revision for New Land Development.

### **ACTION ON CORRESPONDENCE**

- A **MOTION** by Farischon was seconded by Schield to **adopt Resolution 2-2019 approving the Sewage Planning Module for the H & P Partnership minor subdivision.** Motion carried.

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Schild reminded engineer, George Dunda representing H & P Partnership that a driveway permit must be approved before construction.

- A **MOTION** by Farischon, seconded by Schild to **approve the minor subdivision of the lands of H & P Partnership with the conditions that DEP approves the Sewage Planning Module.** Motion carried.
- A **MOTION** by Farischon was seconded by Schild to **authorize the Supervisors, Secretary and any Township official to attend the County Convention at a cost of \$5.00 per delegate.** Motion carried.

Jordan reported he attended the Flood Plain Management Workshop. It was very informational and there are a lot of items that need to be addressed. Township ordinance will be reviewed.

### SOLICITOR'S REPORT

- Nothing to report.

### ROAD DEPARTMENT

- Report read.

Schild said prior to the meeting the Supervisors spoke to the solicitor that PA American Water Company has not addressed the repairs to the road on Shady Drive.

### POLICE DEPARTMENT

- Report read and on file.

### RECYCLING

- 5.38 tons for June, 33.35 YTD that is 5.02 ton behind 2018.

### COG

- No meetings.

### UNFINISHED BUSINESS

Paving 2019 – Schild said bids were open at 3:00 pm. The highest was from Pennsy Supply for a total of \$169,350.01. Hanson is the lowest bidder at \$126,119.25. The Hanson bid did not include the cul de sac. The second lowest bidder is H & K Group at \$135,219.55.

- A **MOTION** by Schild was seconded by Farischon to **award the 2019 paving contract to Hanson, the apparent bidder, with review of Township engineer.** Motion carried.

Paving will be in later summer or early fall with a deadline of October 31<sup>st</sup>. PennDOT has to approve the project.

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**NEW BUSINESS**

Farischon said NBT Bank has changed the requirements for the number of people and signatures to access the safety deposit box from one to two. Currently Schield and Farischon are on the list. Farischon would like to add Dale Baird and Tony Jordan to the list.

- A **MOTION** by Farischon and seconded by Schield **to adopt Resolution # 3-2019 to add Dale Baird and Tony Jordan's names to access the safety deposit box at NBT Bank in addition to Bob Farischon and Eric Schield.** Farischon and Schield voted yes. Jordan abstained. Motion carried.

Jordan said the Board has been working on a Non-Uniform Personnel Policy for some time. They reviewed other municipalities and had the solicitor review their final version.

The purpose of the policy is to provide the terms and conditions obligating an employee to adhere while employed by Roaring Brook Township covering appointment, reduction in force, disciplinary actions, sick and vacation leave, holidays, overtime compensation and grievances. It is not a contract between the Township and any employee and employees shall be deemed at-will employee.

- A **MOTION** by Farischon was seconded by Jordan **to accept the Non-Uniform Employee Policy as prepared by Roaring Brook Township.** Motion carried.

The Board had the solicitor draft a home inspection ordinance. The purpose of the ordinance is for issuing Occupancy Permits for new home construction. Final inspections must be passed by the building inspector, approved drainage and driveway plans and septic design. The proposed ordinance will have to be advertised no more than 60 days and not less than seven days prior to the August 1<sup>st</sup> meeting.

- A **MOTION** by Farischon was seconded by Schield **to proceed with the Roaring Brook Township Home Inspection Ordinance to be advertised as required and adopted at the August 1, 2019 meeting.** Motion carried.

**BUILDING PERMITS**

Nico Menichello	Garage	State Route 435
Chad McPhillip	Above Ground Pool	Roaring Brook Estates
Alfred Ankerway	Above Ground Pool	Blue Shutters Road

**PUBLIC COMMENT**

Joe Scaduto asked if PennDOT is going to repair the ditch on Blue Shutters Road by Jonslea and he asked about the ditch at the corner of Blue Shutters and Wilson. Schield reported the Sewer Authority is going to replace the manhole there and PennDOT is aware of the work. Blue Shutters and Wilson ditch will be done.

**ADJOURNMENT**

- A **MOTION** by Schield and seconded by Farischon was made **to adjourn at 10:25 PM.** Motion carried.

Respectfully submitted,

Robert Farischon, Secretary