

**MONDAY, JANUARY 7, 2013**  
**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 3, 2013, at 8:00 p.m. at the Municipal Building on Blue Shutters Road. Present were Supervisors Jordan, Farischon and Schield, Chief Hickey, Jane Carlonas of Oliver, Price & Rhodes and Jeff Heuster.

## **PUBLIC COMMENT**

- None

## **REORGANIZATION**

- Atty. Jane Carlonas was appointed as temporary chairman for the reorganization meeting of the Roaring Brook Township Board of Supervisors for the year 2013.
- A **MOTION** by Farischon to **nominate Anthony Jordan as Chairman of the Roaring Brook Township Board of Supervisors for the year 2013** was seconded by Schield. Motion carried.
- A **MOTION** by Farischon to **nominate Eric Schield Vice Chairman of the Board for the year 2013** was seconded by Schield. Motion carried.
- A **MOTION** by Farischon to **appoint Robert Farischon Secretary/Treasurer of the Board of Supervisors for the year 2013 with pay rate set by Board of Auditors** was seconded by Schield. Motion carried.
- A **MOTION** by Farischon to **reappoint Eric Schield as Roadmaster for the year 2013, with pay rate set by Board of Auditors**, was seconded by Schield. Motion carried.
- A **MOTION** by Farischon and seconded by Schield to:
  - **reappoint Atty. Joseph O'Brien as Township Solicitor at the rate of \$75.00 per hour,**
  - **reappoint Mary August as Vacancy Board Chairman,**
  - **reappoint CECO Associates as Township Engineer,**
  - **reappoint Don Hickey as full time Police Officer, for the year 2013 with compensation per current contract,**
  - **reappoint Don Hickey, Police Chief, for the year 2013 with compensation at the rate of \$2.50 per hour to be in addition to full time police officer rate for 2013,**
  - **reappoint Robert Krawczyk as part time Grade One Police Officer at the rate of \$17.33 per hour,**
  - **reappoint Matt Cianfichi as probationary part time Grade One Police Officer at the rate of \$12.00 per hour,**
  - **reappoint Mike Mallick as part time Grade One Police Officer at the rate of \$13.50 per hour,**
  - **reappoint Steve Price as part time Grade One Police Officer at the rate of \$13.50 per hour,**
  - **reappoint Dale Baird as part time office manager at \$16.00 per hour,**
  - **reappoint Karen Gabello as part time clerical worker at \$11.75 per hour,**

**Page 2**  
**Monday, JANUARY 7, 2013**  
**Minutes of the Annual Reorganization and Regular Meeting**  
**Roaring Brook Township Board of Supervisors**

- reappoint Carol Gilpin as part time clerical worker at \$11.00 per hour,
- reappoint Paul Kozik as part time Sewage Enforcement Officer at the rate of \$25.00 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 \$16.00 per hour,
- reappoint Bob Malpasse as full time equipment operator at the rate of \$18.00 per hour,
- reappoint Paul Trygar as part time truck driver with CDL at \$14.50 per hour,
- reappoint Joe Antosh as part time truck driver with CDL at \$14.50 per hour,
- reappoint Mark Lamberti as part time truck driver with CDL at \$14.50 per hour,
- reappoint Anthony Jordan as Assistant Roadmaster with pay rate set by Board of Auditors.
- authorize a part time Maintenance Worker without CDL at the rate of \$10.00 per hour,
- reappoint Dale Baird, a clerical employee of the Township, to act as part time local wage tax officer for years prior to 2012,
- 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 and Non-Uniformed Pension Fund,
- appoint Molly Polisan to a term (3 years) on the Roaring Brook Township Recreation Commission,
- appoint Wendy Posluszny to a term(3 years) on the Roaring Brook Township Recreation Commission,
- reappoint Jean Warring to another term(3 years) on the Roaring Brook Township Recreation Commission,
- reappoint Rich Motichka to another term(5 years) on the Roaring Brook Township Zoning Hearing Board,
- reappoint Art Christianson to another term(4 years) on the Roaring Brook Township Planning Commission ,
- recommend that the Board of Auditors set the Treasurer's Bond at \$250,000.00,
- reappoint Pennstar Bank/PA Treasurer's Invest Program as depository of Township funds,
- approve the use of Township Seal in lieu of a notary seal,

**Page 3**  
**Monday, January 7, 2013**  
**Minutes of the Annual Reorganization and Regular Meeting**  
**Roaring Brook Township Board of Supervisors**

- certify Delegate to the PSATS Convention naming Tony Jordan 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 2013 holiday schedule for non uniformed employees of the Township as follows: New Year's Day, Memorial Day, Independence Day, Labor Day, Floating Holiday, Thanksgiving Day, Christmas Eve, and Christmas Day,
- 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 2013; January 7, February 7, March 7, April 4, May 2, June 6, July 2(Tuesday), 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 2013: January 16, February 20, March 20, April 17, May 15, June 19, July 17, August 21, September 18, October 16, November 20, and December 18,
- authorize reimbursement of \$375.05 per month to Bob Krawczyk for medical coverage payments,
- authorize mileage reimbursement as set per the IRS rate for 2013
- 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 2013. Motion carried.
- A MOTION was made by Jordan, and seconded by Farischon to **reappoint Richard Schield as part time Maintenance worker at \$12.00 per hour**. Motion carried. Schield abstained.

**Page 4**  
**Monday, JANUARY 7, 2013**  
**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 Monday, January 7, 2013, following the annual reorganization meeting at the Municipal Building on Blue Shutters Road.

## **PUBLIC COMMENT**

- None.

## **MINUTES & TREASURERS REPORT**

- A **MOTION** to accept the **Minutes of the Regular meeting of December 6, 2012 and Special Meeting of December 27, 2012**, as presented, was made by Farischon, and seconded by Schield. Motion carried.
- A **MOTION** to accept the **Accounts Payable and Payroll of January 7, 2013**, as presented, was made by Farischon and seconded by Schield. Motion carried.
- A **MOTION** by Schield to accept the **Treasurer's Report for January 7, 2013**, as presented, was seconded by Farischon. Motion carried.

## **CORRESPONDENCE**

- PA American Water Co. RE: Elmhurst Dam Rehabilitation Project. The proposed rehabilitations are needed to address safety related concerns identified at the dam and are planned to occur in 2014.
- Letter from Civil Design Partners to Roaring Brook Township Planning Commission withdrawing the Basalyga Subdivision application.
- Letter from PA DEP RE: St. Eulalias Church Subdivision plan revision is approved and will permit on-lot systems by the Township's certified SEO.
- Commonwealth of Pa Department of Agriculture RE: Invitation to the 10<sup>th</sup> Annual Pennsylvania Farm Show Public Officials Day on Thursday, January 10, 2013.
- PSATS – 24<sup>th</sup> Annual President's Leadership Award – nomination of Township supervisors, secretaries, and managers who has exhibited the highest of leadership dedication and creativity to improve the community.
- PSATS – Completed Disclosure Statement required by Chapter 7-A of Act 44 of 2009 – if found adequate, adopt as the Township's Disclosure Statement for the pension file.
- Comcast will add BBC World News to Digital Preferred service and will no longer carry CNBC Word News.
- Commonwealth of PA Department of the Auditor General – audit report of the Elmhurst-Roaring Brook Volunteer Firefighter's Relief Association for January 1, 2008 to December 31, 2010.

## **ACTIONS ON CORRESPONDENCE**

- Jordan said the DEP letter explained that an individual on-lot sewage disposal system will be utilized to treat the proposed 400 gallons per day (1-3 bedroom single residence) of sewage flow for St. Eulalia's Subdivision.
- A **MOTION** by Farischon, and seconded by Schield to **adopt a new contract with Police Department from January 2013 to December 31, 2015**. Motion carried.
- A **MOTION** by Farischon, and seconded by Schield to **accept the Disclosure Statement of Act 44 for Non-Uniform Pension for 2013**. Motion carried.

## **SOLICITOR**

- No report.

**Page 5**  
**Monday, JANUARY 7, 2013**  
**Minutes of the Annual Reorganization and Regular Meeting**  
**Roaring Brook Township Board of Supervisors**

**ROAD DEPARTMENT**

- Read into record and is on file

**POLICE DEPARTMENT**

- Report into record and is on file

**RECYCLING**

- 14.06 ton for December 2012, 150.29 ton for 2012, that is 9.55 ton behind 2011, 22 years grand total is 3,094 ton.

**COG**

- No meeting.

**BUILDING PERMITS**

- PG Energy                      Cell Tower Work                      Scrub Oak

**PERSONS TO BE HEARD**

- None.

**UNFINISHED BUSINESS**

- None.

**NEW BUSINESS**

- Spring Clean Up – will send out request for pricing for Clean Up and will aim for May.

**ADJOURNMENT**

- A **MOTION** by Schield, seconded by Farischon, **to adjourn at 8:48 p.m.** Motion carried.

Respectfully submitted,

Robert L. Farischon,  
Secretary