

MONDAY, JANUARY 5, 2015
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 5, 2015, at 8:00 p.m. at the Municipal Building on Blue Shutters Road. Present were Supervisors Jordan, Farischon and Schield, Solicitor Joseph O'Brien, Chief Hickey.

PUBLIC COMMENT

- None

REORGANIZATION

- Solicitor O'Brien took over as temporary chairman for the reorganization meeting of the Roaring Brook Township Board of Supervisors for the year 2015.
- A **MOTION** by Schield to **nominate Anthony Jordan as Chairman of the Roaring Brook Township Board of Supervisors for the year 2015** was seconded by Farischon. Motion carried.
- A **MOTION** by Farischon to **nominate Eric Schield Vice Chairman of the Board for the year 2015** was seconded by Jordan. Motion carried.
- A **MOTION** by Schield to **appoint Robert Farischon Secretary/Treasurer of the Board of Supervisors for the year 2015 with pay rate set by Board of Auditors** was seconded by Jordan. Motion carried. Farischon abstained.
- A **MOTION** by Farischon and seconded by Jordan to:
 - **reappoint Eric Schield as Roadmaster for the year 2015, with pay rate set by Board of Auditors,**
 - **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 2015 with compensation per current contract,**
 - **reappoint Don Hickey, Police Chief, for the year 2015 with compensation at the rate of \$3.50 per hour to be in addition to full time police officer rate for 2015,**
 - **appoint Joey Antosh as a Maintenance Worker without CDL at a rate of \$8.50 per hour,**
 - **reappoint Matt Cianfichi as part time Grade One Police Officer at the rate of \$13.50 per hour,**
 - **reappoint Mike Mallick as part time Grade One Police Officer at the rate of \$15.00 per hour,**
 - **reappoint Steve Price as part time Grade One Police Officer at the rate of \$15.00 per hour,**
 - **reappoint Dale Baird as part time office manager at \$17.50 per hour**
 - **reappoint Karen Gabello as part time clerical worker at \$12.60 per hour,**

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- reappoint Carol Gilpin as part time clerical worker at \$11.80 per hour,
- reappoint Paul Kozik as part time Sewage Enforcement Officer at the rate of \$26.25 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 \$17.00 per hour,
- reappoint Bob Malpasse as full time equipment operator at the rate of \$19.50 per hour,
- reappoint Paul Trygar as part time truck driver with CDL at \$15.50 per hour,
- reappoint Joe Antosh as part time truck driver with CDL at \$15.50 per hour,
- reappoint Mark Lamberti as part time truck driver with CDL at \$15.50 per hour,
- reappoint Anthony Jordan as Assistant Roadmaster with pay rate set by Board of Auditors,
- authorize Maintenance Worker wo/CDL part time depending on experience at \$8.00 to \$11.00 per hour,
- reappoint Richard Schield as part time Facilities Maintenance worker at \$13.00 per hour, Eric Schield abstained,
- 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,
- reappoint Jamie Pabst to a term (3 years) on the Roaring Brook Township Recreation Commission,
- appoint "OPEN" to a term(3 years) on the Roaring Brook Township Recreation Commission,
- appoint "OPEN" to a term(5 years) on the Roaring Brook Township Sewer Authority Board,
- reappoint Linda Christianson to another term(5 years) on the Roaring Brook Township Zoning Hearing Board
- reappoint Joe Antosh as Emergency Management Coordinator
- reappoint Dave Mead to another 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 \$250,000.00,
- reappoint NBT Bank and PA Treasurer's Invest Program 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 2015 Holiday Schedule for non uniformed employees of the Township as follows: New Year's Day - January 1, Memorial Day - May 25, Independence Day - July 3, Labor Day - September 7, Floating Holiday – two after 10 yrs service, Thanksgiving Day – November 26, Christmas Eve – December 24, and Christmas Day – 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 2015; January 5, February 5, March 5, April 2, May 7, June 4, July 2 at 10:30am, August 6, September 3, October 1, November 5, and December 3,
- approve the work session dates of the Roaring Brook Township Board of Supervisors at the Township Building at 10:30 AM for the year 2015: January 21, February 18, March 18, April 15, May 20, June 17, July 15, August 19, September 16, October 21, November 18, and December 16,
- authorize mileage reimbursement as set per the IRS rate for 2015 at \$.575 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 2015,
- appoint Dale Baird as Deputy Real Estate Tax Collector.
- In accordance with Act 32, Berkheimer Tax Administrator was appointed Wage Tax Collector for all Lackawanna County County Communities starting with 2012 year. Motion carried.

Reorganization Meeting January 5, 2015.

Farischon read the Municipal Pension Plan Disclosure.

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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 5, 2015, 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 4, 2014 and Special Meeting of December 17, 2014**, as presented, was made by Schield, and seconded by Farischon. Motion carried.
- A **MOTION** to accept the **Accounts Payable and Payroll of January 5, 2015**, as presented, was made by Farischon and seconded by Schield. Motion carried.
- A **MOTION** to accept the **Treasurer's Report for January 5, 2015**, as presented, was made by Schield and seconded by Farischon. Motion carried.

CORRESPONDENCE

- E-mail from Solicitor regarding correspondence from George Wolfe regarding a dispute with penalty payment of Township taxes to Tax Collector Jolene Lamberti.
- A **MOTION** by Farischon, and seconded by Jordan to **waive the penalty fee of \$13.45 for George Wolfe's Township Real Estate Tax for the year 2014**. Motion carried.
- Ceco Associates - total engineering and bid advertisement costs for Golf Club Road paving project.
- Request from Matthew Kalinowski for the use of Roaring Brook's Baseball Field for practice and games for the North Pocono Dandy Lion Little League for 2015. Send Matt email saying they will need Cal Ripken's schedule also. Recreation Commission has priority for use.
- Lackawanna County Planning Commission re: approval for the Elmhurst/Roaring Brook Fire Company Subdivision and Land Development Site Plan.
- Lackawanna County Planning Commission re: approval for the Summit Woods – Lot 1 & Lot 21 Subdivision and Land Development Site Plan.
- Lackawanna Conservation District re: planning concept of the Erosion Sediment Pollution Control Plan for Elmhurst/Roaring Brook Fire Company has been reviewed and found adequate.
- Emails from Ceco Associates re: issues relating to the Fire Station Zoning have been resolved.
- PA Department of Transportation – Proposal for bidders for anti-skid material. Roadmaster sent proposal to several companies. Three have replied.
- A **MOTION** by Schield, and seconded by Farischon to **award contract bid for PennDOT approval anti-skid from E.R. Linde Construction Corp. and G.F. Edwards Inc.** Motion carried.
- A **MOTION** by Farischon, and seconded by Jordan to **adopt Township Disclosure Statement required by Chapter 7-A of Act 44 of 2009**. Motion carried.
- A **MOTION** by Farischon, and seconded by Jordan to **adopt Unemployment Compensation Group Trust Ordinance**. Motion carried.
- Pennsylvania Department of Environmental Protection – re: Acceptance Letter for Keystone Sanitary Landfill, Major Permit Modification – Phase III Site Development.

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- Trails – Schield and Farischon do not want to be responsible for maintenance of Trails. Further dialogue with Trail Association is needed.

ACTIONS ON CORRESPONDENCE

- None.

SOLICITOR

- Executive session was held about litigation.

ROAD DEPARTMENT

- Read into record and is on file

POLICE DEPARTMENT

- Report into record and is on file

RECYCLING

- 14.4 ton for December 2014, 143.048 ton total for year of 2014.

Schild said runoff coming from Elmhurst Country Club front entrance and is creating an ice problem on Gardner Road. Solicitor will send letter.

Road is icy by Grudis' house, Water Company put shut off and may be leaking. Water Company will check it out.

COG

- No meeting.

BUILDING PERMITS

- Jerry Gardecki Storage Building North Main St.

PERSONS TO BE HEARD

- None.

UNFINISHED BUSINESS

- None.

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NEW BUSINESS

- Audit Local Share Grant – A **MOTION** by Schield, and seconded by Farischon to **have William Owens Co. to do the audit of Local Share Grant.** Motion carried.
- Spring Clean Up – Schield wants to get quotes out and schedule it for May.
- Schield went to Surplus in Harrisburg and saw a speed detection trailer for \$600.
- A **MOTION** by Farischon, and seconded by Schield to **purchase speed detection trailer for approximately \$600 at Surplus.** Motion carried.
- Schield said they also had a generator for sale and will investigate more about it.
- A **MOTION** by Farischon, and seconded by Schield to **authorize Schield to evaluate equipment(generator) at Surplus and purchase if in working order at a cost not to exceed \$750 each.** Motion carried.

ADJOURNMENT

- A **MOTION** by Farischon, seconded by Schield to **adjourn at 9:50 p.m.** Motion carried.

Respectfully submitted,

Robert L. Farischon,
Secretary