

MONDAY, JANUARY 4, 2016
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 4, 2016, 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 and Gerard Hetman from the County.

Chairman Jordan congratulated Supervisor Bob Farischon and Township Auditor Patty Evanchyk on their re-election.

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 2016.
- A **MOTION** by Schield to **nominate Anthony Jordan as Chairman of the Roaring Brook Township Board of Supervisors for the year 2016** was seconded by Farischon. Motion carried.
- A **MOTION** by Farischon to **nominate Eric Schield Vice Chairman of the Board for the year 2016** was seconded by Jordan. Motion carried.
- A **MOTION** by Schield to **appoint Robert Farischon Secretary/Treasurer of the Board of Supervisors for the year 2016 with pay rate set by Board of Auditors** was seconded by Farischon. Motion carried.
- A **MOTION** by Farischon and seconded by Schield to:
 - **reappoint Eric Schield as Roadmaster for the year 2016, 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 LaBella Associates, PC (formerly Ceco Associates) as Township Engineer,**
 - **reappoint Don Hickey as full time Police Officer, for the year 2016 with compensation per current contract,**
 - **reappoint Don Hickey, Police Chief, for the year 2016 with compensation at the rate of \$3.60 per hour to be in addition to full time police officer rate for 2016,**
 - **reappoint Joey Antosh as a Maintenance Worker with CDL at a rate of \$10.00 per hour,**
 - **reappoint Matt Cianfichi as part time Police Officer at the rate of \$14.00 per hour,**
 - **reappoint Mike Mallick as part time Police Officer at the rate of \$15.38 per hour,**
 - **reappoint Steve Price as part time Police Officer at the rate of \$15.38 per hour,**
 - **reappoint Jim Anglin as part time Police Officer at the rate of \$14.35 per hour,**
 - **reappoint Gene Ruddy as part time Police Officer at the rate of \$14.35 per hour,**

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- reappoint Dale Baird as part time office manager at \$18.00 per hour
- reappoint Karen Gabello as part time clerical worker at \$13.00 per hour,
- reappoint Carol Gilpin as part time clerical worker at \$12.10 per hour,
- reappoint Paul Kozik as part time Sewage Enforcement Officer at the rate of \$27.00 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 \$17.50 per hour,
- reappoint Bob Malpasse as full time equipment operator at the rate of \$20.00 per hour,
- reappoint Paul Trygar as part time truck driver with CDL at \$15.90 per hour,
- reappoint Joe Antosh as part time truck driver with CDL at \$15.90 per hour,
- reappoint Mark Lamberti as part time truck driver with CDL at \$15.90 per hour,
- reappoint Anthony Jordan as Assistant Roadmaster with pay rate set by Board of Auditors,
- A MOTION by Jordan and seconded by Farischon to reappoint Richard Schield as part time Facilities Maintenance worker at \$13.50 per hour. Eric Schield abstained.
- A MOTION by Farischon and seconded by Schield to:
 - 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 Megan Galko to a term (3 years) on the Roaring Brook Township Recreation Commission,
 - appoint Will Enkulenko 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(year 2),
 - reappoint Jim Kinane to another term(5 years) on the Roaring Brook Township Zoning Hearing Board
- reappoint Joe Antosh as Emergency Management Coordinator
- reappoint Bob Farischon 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 2016 Holiday Schedule for non uniformed employees of the Township as follows: New Year's Day - January 1, Memorial Day - May 30, Independence Day - July 4, Labor Day - September 5, Floating Holiday – two after 10 yrs service, Thanksgiving Day – November 24, Christmas Eve – December 23, and Christmas Day – December 26.
- 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 2016; January 4, February 4, March 3, April 7, May 5, June 2, July 7, August 4, September 1, October 6, November 3, and December 1,
- approve the work session dates of the Roaring Brook Township Board of Supervisors at the Township Building at 10:30 AM for the year 2016: January 20, February 17, March 16, April 20, May 18, June 15, July 20, August 17, September 21, October 19, November 16, and December 21,
- authorize mileage reimbursement as set per the IRS rate for 2016 at \$.54 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 2016,

Motion carried for all of the above items listed.

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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 4, 2016, 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 3, 2015 and Special Meeting of December 16, 2015**, as presented, was made by Farischon, and seconded by Schield. Motion carried.
- A **MOTION** to accept the **Accounts Payable and Payroll of January 4, 2016**, as presented, was made by Farischon and seconded by Schield. Motion carried.
- A **MOTION** to accept the **Treasurer's Report for January 4, 2016**, as presented, was made by Schield and seconded by Farischon. Motion carried.

CORRESPONDENCE

- LaBella Associates re: Keystone Landfill Phase III Major Permit Modification – requesting an extension of time from January 12, 2016 to May 17, 2016 to respond to the subject Environmental Assessment Review.
- Recreation Commission Meeting Minutes of 12/21/2015.
- Letter from Lackawanna Conservation District re: PA American Water – Treatment Facility – Generator Project - plan has been reviewed and determined to be not Adequate in meeting the requirements of the Erosion Control Rules and Regulations of the DEP.
- Lackawanna County Arts and Culture Department – applications for the 2016 Municipal Arts and Culture Grant in the amount of \$500 are being accepted quarterly for 2016 – January 15, 2016, April 15, 2016, July 15, 2016, October 15, 2016. All projects must be completed by December 31, 2016.
- Letter from LaBella Associates addressing the punch list items that need to be corrected for the Phase 3 & 4 roads in Summit Woods.
- Pennsylvania Municipal Retirement System (PMRS) - 2015 year-end reporting regarding the new GASB 6B reporting requirements.
- PSATS – Non-Uniform pension Disclosure Statement.

ACTIONS ON CORRESPONDENCE

- The past couple of years Roaring Brook has partnered with Elmhurst to use jointly the County Arts & Culture Grant for the entertainment at the Fireman's Picnic
- Schield announced Roaring Brook Township won 1st Place for Class 4 Townships for our newsletter from PSATS.

SOLICITOR

- Police Collective Bargaining Agreement.

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ROAD DEPARTMENT

- Read into record and is on file.
- Schield got confirmation on vehicles – Dump Truck, Police Vehicle and Pickup Truck will all be available around February for Lease.

POLICE DEPARTMENT

- Report into record and is on file

RECYCLING

- 12.46 ton for December 2015 and 139,45 ton total for year of 2015, that is 3.93 less than 2014.

COG

- No meeting.

BUILDING PERMITS

- Mary Golden Demolition Wilcrest Drive

PERSONS TO BE HEARD

- Gerard Hetman from the County – Penn State Extension is offering three webinar series for beginning tree fruit growers in March 2016.

UNFINISHED BUSINESS

- 2 year Police Contract for 2016 and 2017.
- A **MOTION** by Farischon, and seconded by Schield to **ratify Police Contract for 2016 and 2017.**

NEW BUSINESS

- None.

ADJOURNMENT

- A **MOTION** by Schield, seconded by Farischon **to adjourn at 8:37 p.m.** Motion carried.

Respectfully submitted,

Robert L. Farischon,
Secretary