

**TUESDAY, JANUARY 2, 2018**  
**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, 2017, at 8:14 p.m. at the Municipal Building on Blue Shutters Road. Present were Supervisors Jordan, Farischon and Schield, Solicitor Michael O'Brien, Gerard Hetman and Paul Kozik.

## **PUBLIC COMMENT**

- None

## **REORGANIZATION**

- Solicitor Michael O'Brien took over as temporary chairman for the reorganization meeting of the Roaring Brook Township Board of Supervisors for the year 2018.
- A **MOTION** by Schield to **nominate Anthony Jordan as Chairman of the Roaring Brook Township Board of Supervisors for the year 2018** was seconded by Farischon. Motion carried.
- A **MOTION** by Jordan to **nominate Eric Schield Vice Chairman of the Board for the year 2018** was seconded by Farischon. Motion carried.
- A **MOTION** by Jordan to **appoint Robert Farischon Secretary/Treasurer of the Board of Supervisors for the year 2018 with pay rate set by Board of Auditors** was seconded by Farischon. Motion carried.
- A **MOTION** by Schield and seconded by Farischon to:
  - **reappoint Eric Schield as Roadmaster for the year 2018, with pay rate set by Board of Auditors,**
  - **reappoint Atty. Joseph O'Brien as Township Solicitor at the rate of \$90.00 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 2018 with compensation per current contract,**
  - **reappoint Don Hickey, Police Chief, for the year 2018 with compensation at the rate of \$3.80 per hour to be in addition to full time police officer rate for 2018,**
  - **reappoint Joey Antosh as a Maintenance Worker with CDL at a rate of \$14.00 per hour,**
  - **reappoint Pat Chelland as part time Police Officer at the rate of \$14.35 per hour,**
  - **reappoint Mike Mallick as part time Police Officer at the rate of \$16.54 per hour,**
  - **reappoint Steve Price as part time Police Officer at the rate of \$16.15 per hour,**
  - **reappoint Jim Anglin as part time Police Officer at the rate of \$15.06 per hour,**
  - **reappoint William Strausser as part time Police Officer at the rate of \$15.00 per hour,**

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- reappoint Dale Baird as part time office manager at \$18.91 per hour
- reappoint Karen Gabello as part time clerical worker at \$13.65per hour,
- reappoint Brandon Long as part time Police Officer at \$14.50
- reappoint Paul Kozik as part time Sewage Enforcement Officer at the rate of \$28.36per hour,
- reappoint Building Inspection Underwriters (BIU) as Residential & Commercial Building Inspector,
- reappoint Paul Kozik as Zoning Officer/Sign Enforcement Officer at the rate of \$18.37 per hour,
- reappoint Bob Malpasse as full time equipment operator at the rate of \$21.00 per hour,
- reappoint Paul Trygar as part time truck driver with CDL at \$16.69 per hour,
- reappoint Joe Antosh as part time truck driver with CDL at \$16.69 per hour,
- reappoint Mark Lamberti as part time truck driver with CDL at \$16.69 per hour,
- reappoint Anthony Jordan as Assistant Roadmaster with pay rate set by Board of Auditors,
- authorize Alternative Engineer John Seaman per invoice
- 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,
- a term (3 years) on the Roaring Brook Township Recreation Commission, is left open,
- reappoint Jeff Huester and Jean Warring to another term(5 years) on the Roaring Brook Township Sewer Authority Board,
- reappoint Rich Motichka to another term(5 years) on the Roaring Brook Township Zoning
- reappoint Joe Antosh as Emergency Management Coordinator
- reappoint J. Michael Schirra and Steve Budnovich 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 \$350,000.00,
- reappoint Peoples Security Bank as depository of Township funds,
- reappoint PA Treasurer Invest Program/NBT Bank/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 2018 Holiday Schedule for non uniformed employees of the Township as follows: New Year's Day(observed), Monday - January 1, Memorial Day, Monday - May 28, Independence Day, Tuesday - July 4, Labor Day, Monday - September 3, Floating Holiday – two after 10 yrs service, Thanksgiving Day, Thursday – November 22, Christmas Eve(observed), Friday – December 24, and Christmas Day, Monday – 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 2018; January 2, February 1, March 1, April 5, May 3, June 7, July 5, August 2, September 6, October 4, November 1, and December 6,
- approve the work session dates of the Roaring Brook Township Board of Supervisors at the Township Building at 10:30 AM for the year 2018: January 17, February 21, March 21, April 18, May 16, June 20, July 18, August 15, September 19, October 17, November 21, and December 19,
- authorize mileage reimbursement as set per the IRS rate for 2018 at \$.545 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 2018,
- 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.

- A **MOTION** by Farischon and seconded by Jordan to **reappoint Richard Schield as part time Facilities Maintenance worker at \$15.00per hour.** Eric Schield abstained.

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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 Tuesday, January 2, 2018, following the annual reorganization meeting at the Municipal Building on Blue Shutters Road.

## **PUBLIC COMMENT**

- Gerard Hetman – cold weather advisory information from PEMA Ready PA.

## **MINUTES & TREASURERS REPORT**

- A **MOTION** to accept the **Minutes of the Regular meeting of December 7, 2017 and the Special Meeting of December 20, 2017**, as presented, was made by Farischon, and seconded by Schield. Motion carried.
- A **MOTION** to accept the **Accounts Payable and Payroll of January 2, 2018**, as presented, was made by Farischon and seconded by Schield. Motion carried.
- A **MOTION** to accept the **Treasurer's Report for January 2, 2018**, as presented, was made by Schield and seconded by Farischon. Motion carried.

## **CORRESPONDENCE**

- Roaring Brook Township Planning Commission with regard to the review of the Conditional Use Application for Patrick Cioni has recommended approval.
- Roaring Brook Township Planning Commission with regard to the review of the Conditional Use Application for Thomas and Catherine Galka and their daughter Tracy Kojcsza has recommended approval.
- Letter from Elmhurst Township re: Police Service, Elmhurst has offered to pay 10% increase of what they currently pay which would be \$27,500 a year.
- A thank you card from Ann & Michael Ratchford.
- Correspondence from Law Offices of Jason O'Malley representing Township residents David & Sabrina Armbruster in their second appeal of the assessment of their property taxes. They are requesting lowering their property tax from the current rate - improvements – 37,000 & land – 6,000 for a total of 43,100 to improvements – 30,000 and land – 6,000 for a total of 36,100.
- A thank you letter from North Pocono Public Library for annual donation.
- PSATS – Disclosure Statement for 2017 of the Municipal Pension Plan Funding Standard and Recovery Act.
- PSATS – opposing HB 1620 which would amend the Wireless Broadband Collocation Act to provide statewide preemptions of local zoning for wireless facilities. PSATS recommends all member townships to adopt this resolution to oppose this House bill.
- A **MOTION** by Jordan, and seconded by Farischon to **adopt sample resolution by PSATS to Resolution 1-2018**. Motion carried,
- Lackawanna County Solid Waste Advisory Committee - Minutes of the Solid Waste Advisory Committee (SWAC) for May, September and October of 2017.

## **ACTIONS ON CORRESPONDENCE**

- Schield said Labella representative inspected paving of Shady and Mosswood and determined it is not up to standard and a letter will be sent to PA American Water to notify them.
- A letter will be sent to Elmhurst Township to answer their letter regarding Police protection.

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## **SOLICITOR**

- Nothing to report.

## **ROAD DEPARTMENT**

- Read into record.

## **POLICE DEPARTMENT**

- Report into record and is on file

## **RECYCLING**

- 6.04 ton for December 2017 and 83.64 ton total for year of 2017, that is 40.89 less than 2016.

## **COG**

- No meeting.

## **BUILDING PERMITS**

- None.

## **PERSONS TO BE HEARD**

- None.

## **UNFINISHED BUSINESS**

- None.

## **NEW BUSINESS**

- A **MOTION** by Jordan, and seconded by Farischon to **contact Attorney Susan Bowen to be Solicitor for Zoning Hearing Board.** Motion carried.
- Paul Kozik, Zoning Officer was contacted by Summit Woods Homeowners Association about Summit Woods Covenants. Kazak forwarded copy of covenants to Solicitor O'Brien for review. Kozik is concerned that the covenants include reviewing of building plans for new homes. Solicitor said covenants are a contract that runs with the land and Township does not enforce them.
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## **ADJOURNMENT**

- A **MOTION** by Farischon, seconded by Schield to **adjourn at 9:37 p.m.** Motion carried.

Respectfully submitted,

Robert L. Farischon,  
Secretary