

**Monday, JANUARY 7, 2019**  
**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 7, 2019, at 8:00 p.m. at the Municipal Building on Blue Shutters Road. Present were Supervisors Jordan, Farischon and Schield, Solicitor Michael O'Brien, Gerard Hetman, Paul Kozik, Chief Don Hickey and Joe Nayda.

## **PUBLIC COMMENT**

- Gerard Hetman – County – a few new programs will be introduced. New building at the globe with opening ceremony for January 8, 2019 at 11:00 am. Winter Golf Clinic will be held February 25 to March 22, 2019, Northeast Vegetable Meeting through Penn State Extension held on January 24, 2019 and Healthy MOMS Program for mothers-to-be in Lackawanna County struggling with opioid use disorder.

## **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 2019.
- A **MOTION** by Farischon to **nominate Anthony Jordan as Chairman of the Roaring Brook Township Board of Supervisors for the year 2019** was seconded by Schield. Motion carried.
- A **MOTION** by Farischon to **nominate Eric Schield Vice Chairman of the Board for the year 2019** was seconded by Jordan. Motion carried.
- A **MOTION** by Schield to **appoint Robert Farischon Secretary/Treasurer of the Board of Supervisors for the year 2019 with pay rate set by Board of Auditors** was seconded by Jordan. Motion carried.
- A **MOTION** by Farischon and seconded by Schield to:
  - **reappoint Eric Schield as Roadmaster for the year 2019, with pay rate set by Board of Auditors,**
  - **reappoint Atty. Joseph O'Brien/Atty. Michael 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 2019 with compensation per current contract,**
  - **reappoint Don Hickey, Police Chief, for the year 2019 with compensation at the rate of \$4.00 per hour to be in addition to full time police officer rate for 2019,**
  - **reappoint Joey Antosh as a Maintenance Worker with CDL at a rate of \$17.25 per hour,**
  - **reappoint Brian Bauer as part time Police Officer at the rate of \$15.50 per hour,**
  - **reappoint Mike Mallick as part time Police Officer at the rate of \$17.25 per hour,**
  - **reappoint Brandon Long as part time Police Officer at the rate of \$15.25 per hour,**

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- reappoint Dale Baird as part time office manager at \$19.50 per hour
- reappoint Karen Gabello as part time clerical worker at \$14.00per hour,
- reappoint Paul Kozik as part time Sewage Enforcement Officer at the rate of \$29.25 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 \$19.00 per hour,
- reappoint Ethan Austin as Truck Driver w/CD full time probationary at the rate of \$17.50 per hour,
- reappoint Paul Trygar as part time truck driver with CDL at \$17.25 per hour,
- reappoint Joe Antosh as part time truck driver with CDL at \$17.25 per hour,
- reappoint Mark Lamberti as part time truck driver with CDL at \$17.50 per hour,
- reappoint Anthony Jordan as Assistant Roadmaster with pay rate set by Board of Auditors,
- authorize Maintenance Worker wo/CDL part time at a rate of \$10.00 per hour,
- reappoint Facilities Maintenance part time worker Richard Schield at a rate of \$15.50 per hour,
- 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 Samantha Antosh to a term (3 years) on the Roaring Brook Township Recreation Commission,
- reappoint Will Enkelenko to a term (3 years) on the Roaring Brook Township Recreation Commission
- reappoint Gary Boam and carmen Flynn to another term(5 years) on the Roaring Brook Township Sewer Authority Board,
- reappoint Debbie Loessy to another term(5 years) on the Roaring Brook Township Zoning
- reappoint Joe Antosh as Emergency Management Coordinator
- reappoint David Mead and One Open 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 2019 Holiday Schedule for non uniformed employees of the Township as follows: New Year's Day(observed), Monday - January 1, Memorial Day, Monday - May 27, Independence Day, Thursday - July 4, Labor Day, Monday - September 2, Floating Holiday – two after 10 yrs service, Thanksgiving Day, Thursday – November 28, Christmas Eve(observed), Tuesday – December 24, and Christmas Day, Wednesday – December 25.
- A MOTION by Jordan was seconded by Farischon to add a second floating holiday after completing 10 years of service for non- uniformed employees. Motion carried. Schield abstained.
- 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 2019; January 7, February 7, March 7, April 4, May 2, June 6, July 2, 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 2019: 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 mileage reimbursement as set per the IRS rate for 2019 at \$.58 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 2019,
- in accordance with Act 32, Berkheimer was appointed Wage Tax Collector for all Lackawanna County Communities starting with 2012 year.

Schild abstained from Richard Schild as Facilities Maintenance part time worker.

Motion carried for all of the above items listed.

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- A **MOTION** by Farischon and seconded by Jordan to **reappoint Richard Schield as part time Facilities Maintenance worker at \$15.50per hour.** Eric Schield abstained.

**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, 2019, following the annual reorganization meeting at the Municipal Building on Blue Shutters Road.

## **MINUTES & TREASURERS REPORT**

- A **MOTION** to accept the **Minutes of the Regular meeting of December 6, 2018 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 7, 2019**, as presented, was made by Schield and seconded by Farischon. Motion carried.
- A **MOTION** to accept the **Treasurer's Report for January 7, 2019**, as presented, was made by Schield and seconded by Farischon. Motion carried.

## **CORRESPONDENCE**

- Trustees Insurance and Retirement Services Disclosure Statement for 2018.
- Greenman – Pedersen, Inc, Engineering & Construction Services – Application to DEP re: SR 307 Bridge replacement over Green Run.
- PSATS Unemployment Compensation Group Trust dividend check for 2017 in the amount of \$539.37 is given to township participants that have an exemplary claims ratio for that year.
- Thank you from Atty. Michael O'Brien for opportunity to work with Supervisors on behalf of Township.
- Letter and resume from Joseph J. Antosh Jr. expressing an interest in being on the RBT Planning Commission.
- Email from Amy Kowalski expressing a possible interest in serving as an alternate on the RBT Planning Commission.
- Comcast – TV Channel changes.
- Three complaints were read – 1.) Richard Jadick on behalf of his daughter Nicole Evans' mailbox was knocked down by plow, 2.) John Sanderson complaint over a pile of tires by the road left for weeks by a property owned by Mr Shiffer near entrance to Summit Woods. Sanderson would like them to be removed, 3.) George Slaier noticed a drain/ditch on Blue Shutters Road near Chris Cole's house that is filled with leaves & will be a problem if we have heavy rains. Is it Township or PennDot's problem?

## **ACTIONS ON CORRESPONDENCE**

- Nicole Evans' mailbox - Road Department replaced mailbox.
- Pile of Tires near Summit Woods entrance - Zoning Officer, Paul Kozik will investigate
- Drain/ditch on Blue Shutters Road - it is PennDot's responsibility.

## **SOLICITOR**

- Nothing to report.

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## **ROAD DEPARTMENT**

Read into record

## **POLICE DEPARTMENT**

- Report into record and is on file

## **RECYCLING**

- 7.41 ton for December and 75.03 ton total for year of 2018 - that is 8.61 less than 2017. This is the figures for the Township's drop off recycling. Jordan will contact the two commercial vendors to get their figures for the year.
- Jordan reported at a recent County recycling meeting the County announced it will not be having acounty sponsored recycling for electronics.
- At the December Special Meeting a motion was made to purchase two new covers for our recycling containers and they were delivered today.

## **COG**

- No meeting.

## **BUILDING PERMITS**

- Jason Pearce                      New Home                      Summit Woods

## **PERSONS TO BE HEARD**

- Mr. Nayda asked when the public can ask questions about Accounts Payable. Jordan said agenda items can be addressed at the beginning of the meeting.

## **UNFINISHED BUSINESS**

- None.

## **NEW BUSINESS**

- Schield reported two people need to be appointed to represent the Township for a FEMA money to help cover expenses for rain damage in 2018.
- A **MOTION** by Schield, and seconded by Jordan to adopt Resolution 1-2019 to **approve Eric Schield and Tony Jordan as an alternate to participate in completing the FEMA paperwork and act on behalf of the Township.** Motion carried.
- Spring Cleanup – will get prices.

## **ADJOURNMENT**

- A **MOTION** by Schield, seconded by Farischon **to adjourn at 9:23 p.m.** Motion carried.

Respectfully submitted,

Robert L. Farischon,  
Secretary