

Monday, JANUARY 6, 2020
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 6, 2020, at 8:00 p.m. at the Municipal Building on Blue Shutters Road. Present were Supervisors Jordan, Farischon and Schield, Solicitor Michael O'Brien, Paul Kozik, Edward Jennings and Michele Wilk.

An executive session was held prior to meeting to discuss legal matters.

PUBLIC COMMENT

- Wilk asked if Galka lawsuit is still proceeding. O'Brien said yes.
- Recycling – Jordan explained the program is 29 years old. It is not mandated in Roaring Brook Township. The state mandates municipalities over 5,000 must recycle, that is when single stream started. Single stream is not working. Lackawanna County operates the recycling facility and it is run by Louis DeNaples Management. Homeowners can choose to have single stream recycling with the company that picks up their garbage curbside for a monthly fee.

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 2020.
- A **MOTION** by Farischon to **nominate Anthony Jordan as Chairman of the Roaring Brook Township Board of Supervisors for the year 2020** was seconded by Schield. Motion carried.
- A **MOTION** by Farischon to **nominate Eric Schield Vice Chairman of the Board for the year 2020** was seconded by Jordan. Motion carried.
- A **MOTION** by Schield to **appoint Robert Farischon Secretary/Treasurer of the Board of Supervisors for the year 2020 with pay rate set by Board of Auditors** was seconded by Jordan. Motion carried.
- A **MOTION** by Farischon and seconded by Jordan to:
 - **reappoint Eric Schield as Roadmaster for the year 2020, with pay rate set by Board of Auditors,**
 - **reappoint Atty. Joseph O'Brien and 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 2020 with compensation at the rate of \$22.77 per hour, as per current contract,**
 - **reappoint Don Hickey, Police Chief, for the year 2020 with compensation at the rate of \$4.12 per hour to be in addition to full time police officer rate for 2020,**
 - **reappoint Joey Antosh as a Maintenance Worker with CDL at a rate of \$17.76 per hour,**
 - **reappoint Brian Bauer as full time Police Officer at the rate of \$22.77 per hour,**
 - **reappoint Mike Mallick as part time Police Officer at the rate of \$17.76 per hour,**
 - **reappoint Marty Cieless as part time Police Officer at the rate of \$17.51 per hour,**

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- reappoint Daniel Sensi as part time Police Officer at the rate of \$15.00 per hour,
- reappoint Dale Baird as part time office manager at \$20.08 per hour
- reappoint Karen Gabello as part time clerical worker at \$15.50 per hour,
- reappoint Paul Kozik as part time Sewage Enforcement Officer at the rate of \$30.00 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 \$19.57 per hour,
- reappoint Ethan Austin as Truck Driver w/CD full time at the rate of \$18.54 per hour,
- reappoint Paul Trygar as part time truck driver – as needed with CDL at \$17.76 per hour,
- reappoint Joe Antosh as part time truck driver – as needed with CDL at \$17.76 per hour,
- reappoint Mark Lamberti as part time truck driver – as needed with CDL at \$18.02 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 \$16.00 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 Donald Preate to a term (3 years) on the Roaring Brook Township Recreation Commission,
- reappoint an open position on the Roaring Brook Township Recreation Commission
- reappoint Joe Flipkowski to another term(5 years) on the Roaring Brook Township Sewer Authority Board,
- reappoint an open position on the Roaring Brook Township Sewer Authority
- reappoint Jim Kinane to another term(5 years) on the Roaring Brook Township Zoning
- reappoint Joe Antosh as Emergency Management Coordinator
- reappoint Bob Farischon and one open position 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 2020 Holiday Schedule for non uniformed employees of the Township as follows: New Year's Day, Wednesday - January 1, Memorial Day, Monday - May 25, Independence Day, Friday - July 3, Labor Day, Monday - September 7, Floating Holiday – two after 10 yrs service, Thanksgiving Day, Thursday – November 26, Christmas Eve, Thursday – December 24, and Christmas Day, Friday – 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 2020; January 6, February 6, March 5, April 2, May 7, June 4, July 2, 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 2020: January 15, February 19, 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 2020 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 2020,
- 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.

It was noted that Richard Schield is Supervisor Eric Schield's father.
Reorganization meeting ended at 8:47pm.

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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 6, 2020, 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 5, 2019 and the Special Meeting of December 18, 2019**, as presented, was made by Farischon, and seconded by Schield. Motion carried.
- A **MOTION** to accept the **Accounts Payable and Payroll of January 6, 2020**, as presented, was made by Farischon and seconded by Schield. Motion carried.
- A **MOTION** to accept the **Treasurer's Report for January 6, 2020**, as presented, was made by Schield and seconded by Farischon. Motion carried.

CORRESPONDENCE

- NEPA Alliance Programs 2020 membership fee of \$275. A **MOTION** by Farsichon, and seconded by Schield to **renew membership with NEPA at a cost of \$275**. Motion carried.
- Trustees Insurance Non-Uniform Pension Disclosure Statement. A **MOTION** by Schield, and seconded by Farischon to **adopt the Trustees Insurance Disclosure Statement**. Motion carried.
- Check for \$1776.00 for 2018 Performance Recycling Grant.

ACTIONS ON CORRESPONDENCE

- None.

SOLICITOR

- Nothing to report.

ROAD DEPARTMENT

Read into record

POLICE DEPARTMENT

- Report into record and is on file

RECYCLING

- 2.98 ton for December, 62.52 ton for 2019.

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COG

- No meeting.

BUILDING PERMITS

- None.

PERSONS TO BE HEARD

- None.

UNFINISHED BUSINESS

- None.

NEW BUSINESS

- Floodplain Ordinance – Jordan and Farischon attended meeting in December regarding floodplain. Township has to have an ordinance regarding building in a floodplain. Floodplain maps have been updated. Township must appoint someone to enforce the ordinance.
- Discarded items – a record can be made to authorize Township to discard unwanted items throughout the year. A list will be read at next meeting.

ADJOURNMENT

- A **MOTION** by Schield, seconded by Farischon **to adjourn at 9:45 p.m.** Motion carried.

Respectfully submitted,

Robert L. Farischon,
Secretary