

Monday, JANUARY 3, 2022
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, 2021, at 8:00 p.m. at the Municipal Building on Blue Shutters Road. Present were Supervisors Jordan, Farischon and Schield, Atty. Jack Price, Paul Kozik, Chief Donald Hickey, Joe & Olivia DeScipio and Nancy Weisel.

Prior to meeting an executive session was held to discuss current and potential litigation.

Addition to the Agenda –

- A **MOTION** by Farischon and seconded by Schield to **add subdivision of R&B Realty to the agenda.** Motion carried.

PUBLIC COMMENT

- Nancy Weisel expressed concerns over letter she received from Township Solicitor Jenna Kraycer-Tuzzi about non-compliance of their property.
- Mrs. Weisel said they have had issues of complaints about their property for the past years. They have made improvements but it takes time and money. Jordan said the Board has received some complaints and has to address them. The Board has acknowledged work has been done over the years and if there is any other complaints, they will personally contact them.

REORGANIZATION

- Attorney Jack Price took over as temporary chairman for the reorganization meeting of the Roaring Brook Township Board of Supervisors for the year 2022.
- A **MOTION** by Farischon to **nominate Anthony Jordan as Chairman of the Roaring Brook Township Board of Supervisors for the year 2022** was seconded by Schield. Motion carried. Jordan abstained.

At this time, Chairman Jordan took over the meeting.

- A **MOTION** by Farischon to **nominate Eric Schield Vice Chairman of the Board for the year 2022** was seconded by Jordan. Motion carried.
- A **MOTION** by Schield to **appoint Robert Farischon Secretary/Treasurer of the Board of Supervisors for the year 2022 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 2022, with pay rate set by Board of Auditors,**
 - **reappoint Oliver Price & Rhodes 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 2022 with compensation at the rate of \$24.15 per hour, as per current contract,**
 - **reappoint Don Hickey, Police Chief, for the year 2022 with compensation at the rate of \$4.37 per hour to be in addition to full time police officer rate for 2022,**
 - **reappoint Brian Bauer as full time Police Officer at the rate of \$24.15 per hour,**

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- reappoint Mike Mallick as part time Police Officer at the rate of \$19.25 per hour,
- reappoint Marty Cieless as part time Police Officer at the rate of \$19.25 per hour,
- reappoint Billy Jordan as part time Police Officer at the rate of \$19.25 per hour,
- reappoint Dale Baird as part time office manager at \$21.50 per hour
- reappoint Karen Gabello as part time clerical worker at \$16.50 per hour,
- reappoint Paul Kozik as part time Sewage Enforcement Officer at the rate of \$32.00 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 \$22.00 per hour,
- reappoint Ethan Austin as Truck Driver w/CD full time at the rate of \$20.00 per hour,
- reappoint Joey Antosh as part time truck driver – as needed with CDL at \$19.25 per hour,
- reappoint Paul Trygar as part time truck driver – as needed with CDL at \$19.25 per hour,
- reappoint Mark Lamberti as part time driver – as needed with CDL at \$19.25 per hour,
- reappoint Joe Antosh as part time truck driver – as needed with CDL at \$19.25 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 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,
- an open position exists (2 year) on the Roaring Brook Township Recreation Commission,
- an open position exists (1 year) on the Roaring Brook Township Recreation Commission,
- an open position exists(2 years) on the Roaring Brook Township Sewer Authority,
- reappoint Ron Donati to a term (5 years) on the Roaring Brook Township Zoning Hearing Board,
- reappoint Joe Antosh as Emergency Management Coordinator,

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- Reappoint J. Michael Schirra to a term (4 years) on the Roaring Brook Township Planning Commission,
- Reappoint Michael Sames to reinstate prior term (4 years) on the Roaring Brook Township Planning Commission,
- 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 2022 Holiday Schedule for non uniformed employees of the Township as follows: New Year's Day, (observed Friday) – December 31, Easter Sunday, Memorial Day- May 30, Independence Day, Monday - July 4, Labor Day, Monday - September 5, Floating Holiday – two after 10 years of service, Veterans Day, - November 11, Thanksgiving Day, – November 24, Christmas Eve(observed), Friday – December 23, and Christmas Day(observed), Monday – 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 2022; January 3, February 3, 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 2022: January 19, February 16, 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 2022 at \$.57.5 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 2022,
- 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.

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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 3, 2021, 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 2, 2021 and the Special Meeting of December 15, 2021**, as presented, was made by Farischon, and seconded by Schield. Motion carried.
- A **MOTION** to accept the **Accounts Payable and Payroll of January 3, 2022**, as presented, was made by Farischon and seconded by Schield. Motion carried.
- A **MOTION** to accept the **Treasurer's Report for January 3, 2022**, as presented, was made by Farischon and seconded by Schield. Motion carried.
- A **MOTION** by Jordan and seconded by Farischon to **extend COVID-19 additional pay of \$2.00 per hour to Part-time and Full-time employees through 2022**. Motion carried.

CORRESPONDENCE

- Letter of resignation from Edward Jennings as a Planning Commission member.
- Lackawanna County Planning Commission – Conditional approval for lands of R&B Reality Subdivision
- Roaring Brook Twp Planning Commission – Approval for lands of R&B Reality Subdivision.

ACTIONS ON CORRESPONDENCE

- A **MOTION** by Farischon and seconded by Schield to **accept the resignation of Edward Jennings from the Planning Commission**. Motion carried.

SOLICITOR

- Nothing new to report.

ROAD DEPARTMENT

- Read into record.
- Roadmaster will meet with Moscow Borough to look at about 100 trees that need to be removed on McAndrews Road. Remaining funds from the McAndrews Road Grant will be used for the cost.

POLICE DEPARTMENT

- Report into record and is on file

RECYCLING

- 2.41 ton for December, 18.6 ton for 2021 plus 92 trees.

COG

- Nothing in December there will be a meeting in January.

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BUILDING PERMITS

- | | | |
|---------------------------|--------------------|--------------------|
| • Jessie & Brianna Kasper | New Home | Summit Woods |
| • St. Eulalia's Church | Electrical Service | Blue Shutters Road |
| • John Perry – Marjon | Pavilion | Griffin Road |

PERSONS TO BE HEARD

- None.

UNFINISHED BUSINESS

- Simmerson Road culvert replacement using Dirt & Gravel Road Grant funds.
- Dirt & Gravel Road Bids:

Wayco, Inc	\$72,913	Box Culvert – additional \$5,100
B.T. Adams LLC	\$120,650	Box Culvert – additional \$2,500
Ken Rauch Excavating	\$145,175	Box Culvert – additional \$2,800
- Engineer will review bids.
- A **MOTION** by Schield seconded by Farischon **pending Engineer review & Conservation District approval to award bid to Wayco.**

NEW BUSINESS

- A **MOTION** by Farischon and seconded by Schield to **approve the Subdivision for R&B Realty Lands on Griffin Road contingent on Sewer Plan Module approval from DEP.** Motion carried. It was noted that a Driveway Permit will be needed.
- A **MOTION** by Jordan and seconded by Farischon to **proceed with getting prices for curbside cleanup.** Motion carried.
- Schield received prices for a new Peterbilt truck; Peterbilt is officially taking orders until December 2022, \$115,00 chassis, \$83,000 upfitting, \$208,000 total.
- A **MOTION** by Schield and seconded by Farischon to **get on Hunter Pocono Peterbilt list for a new truck for a cost of approximately \$208,000 through Co-Stars.** Motion carried.
- A **MOTION** by Farischon and seconded by Schield to **have John Brostoski, CPA to perform the 2021 Audit.** Motion carried.

ADJOURNMENT

- A **MOTION** by Schield, seconded by Farischon to **adjourn at 8:58 p.m.** Motion carried.

Respectfully submitted,

Robert L. Farischon,
Secretary