

BRIDGETON TOWNSHIP SUPERVISORS
Minutes of Organization Meeting and Regular Monthly Meeting

The organization and regular meeting of the Bridgeton Township Board of Supervisors was held on January 6, 2014, as advertised, at the Township Building, 1370 Bridgeton Hill Road, Upper Black Eddy, Pennsylvania. Present were Supervisors Roger Keller and Michael Lynch. Supervisor Gard Holby was absent. Also present was Secretary-Treasurer Barbara H. Guth and David Shafkowitz, the Township Solicitor. An Executive Session was held prior to the meeting to discuss matters of personnel.

Supervisor Guth called the organization meeting to order at 7:06 p.m..

Supervisor Guth called for public comment on the organization and meeting agenda. No public comment was received.

The organization of Bridgeton Township for 2014 will be as follows:

After nomination, upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, Gard Holby will be Chairman of the Board of Supervisors.

After nomination, upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 2-0, Roger Keller will be Vice-Chairman of the Board of Supervisors.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, Barbara H. Guth will be Secretary-Treasurer of the Board of Supervisors at the same salary established in the 2013 Budget, until completion of the audit and transition period.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0 Richard W. Pursell, Jr., will be part-time Roadmaster.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, Dane Reiman will be part-time Equipment Operator (Level 1) and James Stahley, Wayne Nicholas, Kevin Eichlin and Oliver Butler will be part time Equipment Operators (Level 2) and Richard Pursell, Sr., Dale Stangil, Marvin Eichlin and Shawn Talkach will be part time Equipment Operators (Level 3).

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, the hourly rates for the part time Road Department will be as follows: Roadmaster: \$24.10/hr.; Equipment Operator (Level 1): \$15.43/hr.; Equipment Operator (Level 2): \$17.00/hr.; and Equipment Operator (Level 3): \$18.37/hr.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, Keystone Municipal Services is appointed as Zoning and Code Enforcement Officer in accordance with the fees outlined in their 2010 Fee Schedule, with the option to terminate with 30 days' written notice.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, Keystone Municipal Services is appointed building inspector at the fees outlined in their 2010 Fee Schedule, with the option to terminate with 30 days' written notice.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, David M. Shafkowitz is appointed Township Solicitor at the rate of \$120/hr. for general matters and \$140/hr. for land development/real estate matters.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, C. Robert Wynn & Associates, Inc. of Quakertown, PA is appointed Township Engineer in accordance with their 2013 schedule of per diem fees.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, Terrance Brown will be Chairman of the Vacancy Board.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, Michael Doyle will be Recording Secretary of the Planning Commission, at a rate of \$40 per meeting held as outlined in the 2014 budget minutes.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, Terrance Brown and Michael Doyle are reappointed to a 4 year term on the Planning Commission.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, Pat Brokaw is appointed to a 3-year term on the Zoning Hearing Board. Upon Motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, the Board did not reappoint the alternate member. Such position is now vacant.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, the Business Manager of the Palisades School District is appointed Collector of the Admissions Tax for Bridgeton Township.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, the monthly meetings of the Board of Supervisors will be held on the second Thursday of the month at 7 p.m. at the Township Building, unless otherwise advertised and/or posted.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, pay periods will run from the first of the month to the end of each month.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, any Supervisor may, in an emergency, authorize the expenditure of up to \$9,999.99 without the prior approval of the other Supervisors, after concluding in good faith that the remaining Supervisors were unavailable.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, the Treasurer's Bond will be set at \$550,000.00.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, reimbursable mileage shall be \$0.56/per mile.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, the Township Delegates to the Annual Convention of Township Supervisors to be held in Hershey, PA in April shall be all three Supervisors, and the voting delegate shall be whichever Supervisor attends, and if more than one attends, it shall be the highest official in attendance.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, the Secretary-Treasurer is directed to pay all bills, not to exceed \$7000.00, which would incur either a penalty or a discount, utility bills, and payroll, without prior approval of the Board, and to transfer monies from one fund to another, subject to confirmation at a subsequent meeting.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, First Savings Bank of Perkasio will be the depository of Township funds.

Upon a motion by Supervisor Keller, seconded by Supervisor Lynch, and carried 2-0, two signatures shall be required on all Township checks (Secretary-Treasurer and/or Supervisor(s)), but in no event should the signatures be identical except to avoid the payment of delinquent taxes and the Secretary-Treasurer is authorized to make telephone transfers within each Township Fund and from one Township Fund to another as necessary.

The Organizational Meeting completed, Chairman Guth called the regular monthly meeting to order at 8:15 p.m.

PUBLIC COMMENT:

None

MINUTES: Upon motion by Supervisor Keller and seconded by Supervisor Lynch, which carried 2-0, the minutes from the December 12, 2013 regular meeting of the Board of Supervisors were tabled.

Upon motion by Supervisor Keller and seconded by Supervisor Lynch, which carried 2-0, the minutes from the December 30, 2013 year end meeting were approved. Supervisor Keller advised Supervisor Lynch that the minutes of the December 30, 2013 meeting as presented accurately reflect the action taken at the meeting.

BILLS/PAYROLL: None

TREASURER'S REPORT: None

REPORTS:

1. Open Space – The Open Space Committee Meeting for January was cancelled.

OLD BUSINESS:

1. Berkheimer. The Board inquired if there was any update from Berkheimer on the delinquent tax files. The Solicitor reported that there was no new update.

NEW BUSINESS:

1. BCATO Meeting. Secretary/Treasurer Guth advised the Board that the BCATO Semi-Annual meeting is scheduled for February 22, 2014 at Spring Mill Country Club from 8AM to 12:00 PM.

4. PSATS Convention. Secretary/Treasurer Guth also advised the Board of the PSATS Convention in Hershey, Pennsylvania scheduled for April 13 thru the 16, 2014.

PUBLIC COMMENT:

The Board of Supervisors noted at the public meeting that after 25 years of dedicated service to Bridgeton Township, Barbara Guth has decided to retire. The Board of Supervisors wanted to thank Mrs. Guth for her tireless and devoted service to the Township.

Being no further business, upon a motion by Supervisor Keller, seconded by Supervisor Lynch, which carried 2-0, the meeting was adjourned at 8:35 p.m., with the next meeting scheduled to be held on February 13, 2014, at 7:00 p.m. at the Township Building.

Respectfully submitted,

Barbara Guth
Secretary-Treasurer