

BRIDGETON TOWNSHIP SUPERVISORS
Minutes of January 2, 2017 Organization Meeting

The organization meeting of the Bridgeton Township Board of Supervisors was held on January 2, 2017, as advertised, at the Township Building, 1370 Bridgeton Hill Road, Upper Black Eddy, Pennsylvania. Present were Supervisors Gard Holby, Roger Keller and Michael Lynch. Also present was Secretary / Treasurer Colleen Pursell. David Shafkowitz, the Township Solicitor was absent.

Supervisor Holby called the organization meeting to order at 7:00 p.m.

The organization of Bridgeton Township for 2017 will be as follows:

After nomination, upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, Gard Holby will be Chairman of the Board of Supervisors.

After nomination, upon a motion by Supervisor Holby, seconded by Supervisor Lynch, and carried 3-0, Roger Keller will be Vice-Chairman of the Board of Supervisors.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, Colleen Pursell will be part-time Secretary of the Board of Supervisors at the hourly rate of \$16.00/hr.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, Colleen Pursell will be part-time Treasurer of the Board of Supervisors at the hourly rate of \$16.00/hr.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0 Richard W. Pursell, Jr., will be part-time Roadmaster.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, Scott E. Lehr, James Stahley, Dane Reiman and Wayne Nicholas 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 Lynch, seconded by Supervisor Keller and carried 3-0, 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 Lynch, seconded by Supervisor Keller, and carried 3-0, Keystone Municipal Services is appointed as Zoning and Code Enforcement Officer in accordance with the fees outlined in their 2017 rate schedule, with the option to terminate with 30 days' written notice.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, Keystone Municipal Services is appointed building inspector in accordance with the fees outlined in their 2017 rate schedule, with the option to terminate with 30 days' written notice.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, David M. Shafkowitz is appointed Township Solicitor at the rate of \$120/hr. for general matters and \$145/hr. for land development/real estate matters.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, C. Robert Wynn & Associates, Inc. of Quakertown, PA is appointed Township Engineer in accordance with the rate of the 2017 schedule of per diem fees.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, Terrence Brown will be Chairman of the Vacancy Board.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, Glenn Phillips is reappointed to a 4-year term on the Planning Commission.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, Michael Doyle will be Recording Secretary of the Planning Commission, at a rate of \$40 per meeting.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, Patricia Brokaw is reappointed to a 3-year term on the Zoning Hearing Board.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, the resignation of Auditor Lorraine Victoria is accepted with regret.

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Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, Nancy Small is appointed to a 1-year term as Auditor to fill the unexpired term of Dorothy Leichter.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, the third Auditor position will remain vacant until it can be filled. This will be a one year term upon appointment.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, CC Hopf is reappointed as a voting member to a one year term on the Lower Delaware River Wildlife and Scenic Committee and Larry Reinfeld is reappointed to a one year term as an Alternate.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, the Township Zoning Officer is reappointed as the Floodplain Administrator to a one year term and the Township Engineer (per resolution 2016-1) to a one year term as an Alternate.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, Liz McMahon is reappointed to a one year term as the Chair of the Traffic Review Committee.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, the Business Manager of the Palisades School District is appointed Collector of the Admissions Tax for Bridgeton Township.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, the monthly meetings of the Board of Supervisors will be held on the second Tuesday of the month at 7 p.m. at the Township Building, unless otherwise advertised and/or posted.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, pay periods will run from the first of the month to the end of each month.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, 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 Lynch, seconded by Supervisor Keller, and carried 3-0, the Treasurer's Bond will be set at \$550,000.00.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, reimbursable mileage shall be 54 cents per mile.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, 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 Lynch, seconded by Supervisor Keller, and carried 3-0, the Treasurer is directed to pay all bills, not to exceed \$7,000.00, 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 township fund, subject to confirmation at a subsequent meeting.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, Penn Community Bank will be the depository of Township funds.

Upon a motion by Supervisor Lynch, seconded by Supervisor Keller, and carried 3-0, two signatures shall be required on all Township checks (Treasurer and Supervisor) and the Treasurer is authorized to make transfers within each Township Fund and from one Township Fund to another as necessary.

Upon motion by Supervisor Lynch, seconded by Supervisor Keller, which carried 3-0, the Board approved advertisement for 2017 Regular Meetings and the 2018 Organization Meetings.

The **Bridgeton Township Supervisors** will hold their regular monthly meetings in 2017, beginning with February's meeting, on the 2nd Tuesday of the month, 7:00 p.m., at the Township Building, 1370 Bridgeton Hill Road, Upper Black Eddy, PA, unless otherwise advertised and/or posted.

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The **Bridgeton Township Planning Commission's** meeting schedule in 2017 will be on the 4th Wednesday of the month, with the exception of November and December, due to the Thanksgiving and Christmas holidays, when there will be a combined meeting held on the 1st Wednesday in December (Dec. 6, 2017), 7:30 p.m., at the Township Building, 1370 Bridgeton Hill Road, Upper Black Eddy, PA, unless otherwise advertised and/or posted.

The **Bridgeton Township Open Space Committee** will hold their meetings in 2017 on the 1st Wednesday of the month, 7:30 p.m., at the Township Building, 1370 Bridgeton Hill Road, Upper Black Eddy, PA, unless otherwise advertised and/or posted.

The **Bridgeton Township Supervisors** will hold their 2018 Organization meeting on January 2, 2018 at 7:00 p.m. The **Bridgeton Township Auditors** will hold their 2018 Organization meeting on January 3, 2018 at 7:00 p.m. Both meetings will be held at the Township Building, 1370 Bridgeton Hill Road, Upper Black Eddy, PA, unless otherwise advertised and/or posted.

PUBLIC COMMENTS:

None

Being no further business, upon a motion by Supervisor Lynch, seconded by Supervisor Keller, which carried 3-0, the meeting was adjourned at 7:11 p.m., with the next meeting scheduled to be held on February 14, 2017, at 7:00 p.m. at the Township Building.

Respectfully submitted,

Colleen M. Pursell
Secretary / Treasurer