

**BRIDGETON TOWNSHIP SUPERVISORS**  
**Minutes of January 5, 2026 Organization and Regular Meeting**

The organization and regular meeting of the Bridgeton Township Board of Supervisors was held in-person and remotely via Zoom on January 5, 2026, as advertised, at the Township Building, 1370 Bridgeton Hill Road, Upper Black Eddy, Pennsylvania. Present were Supervisors Gard Holby, Michael Lynch, and Secretary / Treasurer Sheryl Patterson. Supervisor Roger Keller and David Shafkowitz, the Township Solicitor were absent. The meeting was opened on Zoom the entire time. No executive session was held.

Supervisor Holby called the organization meeting to order at 7:28 p.m.

The organization of Bridgeton Township for 2026 will be as follows:

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

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, the hourly rates for the part-time Secretary / Treasurer will be as follows: (Level 1): \$18.00/hr., (Level 2): \$20.00/hr., (Level 3): \$25.00/hr.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, Sheryl Patterson will be part-time Secretary / Treasurer (Level 3) of the Board of Supervisors.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0 Greg Gerhardt, will be part-time Roadmaster.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, Charles Ganther, Jr., Donald Gerhardt, Hayes Hissim, Timothy Keebler, Kyle King, Scott Lehr, James Stahley, Richard Voigt, Barbara Wagenmann and Gregory Weinrich will be part-time Equipment Operators (Level 3).

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, the hourly rates for the part-time Road Department will be as follows: Roadmaster: \$29.00/hr.; Equipment Operator (Level 1): \$17.00/hr.; Equipment Operator (Level 2): \$19.00/hr.; and Equipment Operator (Level 3): \$25.00/hr.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, James Stahley will be part-time Equipment Mechanic (Level 3).

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, the hourly rates for the part-time Equipment Mechanic will be as follows: (Level 1): \$24.00/hr., (Level 2): \$26.00/hr., (Level 3): \$30.00/hr.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, the hourly rate for snow plowing and/or other emergency work shall remain at \$ 25.00/hr.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, Keystone Municipal Services is appointed as Zoning and Code Enforcement Officer in accordance with the fees outlined in their 2025 rate schedule, unless a new rate is received, with the option to terminate with 30 days' written notice.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, Keystone Municipal Services is appointed Building Inspector in accordance with the fees outlined in their 2025 rate schedule, unless a new rate is received, with the option to terminate with 30 days' written notice.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, David Shafkowitz is appointed Township Solicitor at the rate of \$140.00/hr. for general matters and \$160/hr. for land development/real estate matters.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, Wynn Associates, is appointed Township Engineer in accordance with the rate of the 2026 schedule of per diem fees, unless a new rate is received, with the option to terminate with 30 days' written notice.

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Upon a motion by Supervisor Lynch, seconded by Supervisor Holby and carried 2-0, the Bridgeton Township Tax Collector reimbursement allowance for expenses will be \$500.00 per annum, plus half the cost of postage (the other half is paid for by the County).

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, Sean Hutchinson is appointed to a one-year term as Deputy Emergency Management Coordinator.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, Martin Focazio is appointed to a one-year term as Emergency Management Coordinator.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, Larry Reinfeld will be Chairman of the Vacancy Board.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, Terrence Brown is reappointed to a 4-year term on the Planning Commission.

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

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, Chris Burke is appointed to a one-year term on the Planning Commission to finish the term left vacant by CC Hopf.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, Michael Doyle will be Recording Secretary of the Planning Commission, at a rate of \$40.00 per meeting; unless determined otherwise by the Planning Commission at their first meeting.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, Patricia Brokaw is reappointed to a 3-year term on the Zoning Hearing Board.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, Agatha Szwarc is re-appointed as the Alternate Zoning Hearing Board Member.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, the appointment for a voting member to a one-year term on the Lower Delaware River Wildlife and Scenic Committee is deferred and the one-year Alternate position will remain vacant until it can be filled.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, Eric Wallace is appointed as the Chair and David Leinenbach is appointed as the Vice-Chair of the Traffic Ad Hoc Committee with a term expiring December 31, 2026.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, 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 Holby, and carried 2-0, the Bridgeton Township Treasurer is appointed Collector of the Admissions Tax for Bridgeton Township.

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

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

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Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, reimbursable 2026 mileage shall be 72.5 cents per mile.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, the Township Delegates to the Annual Convention of Township Supervisors to be held in Hershey, PA in May 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 Holby, and carried 2-0, the Treasurer is directed to pay all bills, not to exceed \$8,000.00, 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 the next subsequent meeting.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, Penn Community Bank and the Pennsylvania Treasurer's INVEST Program for Local Governments will be the depositories of Township funds.

Upon a motion by Supervisor Lynch, seconded by Supervisor Holby, and carried 2-0, two signatures shall be required on all Township checks (Secretary/Treasurer and Supervisor) and the Secretary/Treasurer is authorized to make electronic transfers within each Township Fund and from one Township Fund to another as necessary.

Upon a motion by Supervisor Holby, seconded by Supervisor Lynch, and carried 2-0, the Organization Meeting is completed; Chairman Holby called the regular monthly meeting to order at 7:59 PM.

#### **APPROVAL OF MINUTES:**

Upon motion by Supervisor Lynch and seconded by Supervisor Holby, which carried 2-0, the minutes from the December 10, 2025 regular meeting of the Board of Supervisors was approved.

**APPROVAL OF BILLS/PAYROLL:** None – to be approved at the February 11, 2026 regular meeting of the Board of Supervisors.

**TREASURER'S REPORT:** Upon motion by Supervisor Lynch and seconded by Supervisor Holby, which carried 2-0, the Treasurer's Report from December, 2025 was approved.

#### **REPORTS:**

1. Fire Company – 80+ calls for the 2025 year, which is a bit below normal.
2. Open Space – No report.
3. Solicitor – No report.
4. Planning Commission – No report.
5. Secretary / Treasurer – No report.
6. B/N/T Groundwater Committee – No report. Bridgeton Township needs to appoint a delegate.
7. Roadmaster – No report.
8. Zoning – Report was received and is on file with the Township.
9. Emergency Management – No report.
10. Traffic Committee – The grant for two radar signs and one larger sign was approved.
11. High Falls Creek – The work is completed but needs to be certified.

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12. Parks & Recreations – No report.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

1. Upon motion by Supervisor Lynch, seconded by Supervisor Holby, which carried 2-0, the Board adopted Resolution 2026-1, Authorizing the Destruction of Records According to the Municipal Records Manual Approved December 16, 2008.
2. Upon motion by Supervisor Lynch, seconded by Supervisor Holby, which carried 2-0, the Board of Supervisors approved the advertisement for the 2026 Regular Meetings and the 2027 Organization Meeting.

The **Bridgeton Township Supervisors** will hold their regular monthly meetings in 2026, beginning with February's meeting, on the 2<sup>nd</sup> Wednesday 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.

The **Bridgeton Township Planning Commission's** meeting schedule in 2026 will be on the 2<sup>nd</sup> Tuesday of the month at 7:30 p.m., with the exception of November and December, due to the Thanksgiving and Christmas holidays, when there will be a combined meeting held on the 2<sup>nd</sup> Tuesday in December (Dec. 8, 2026), at 7:30 p.m. All meetings will be held 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 2027 organization and regular meeting on January 4, 2027 at 7:00 p.m. at the Township Building, 1370 Bridgeton Hill Road, Upper Black Eddy, PA, unless otherwise advertised and/or posted.

3. Upon motion by Supervisor Lynch, seconded by Supervisor Holby, which carried 2-0, the Board of Supervisors approved the release of \$ 34,269.00 from the Fire Tax Fund to be paid to the Upper Black Eddy Fire Company for the purchase of (3) laptops/tablets for use in their fire trucks as per the direction of Bucks County.

**PERSONS TO BE HEARD:** None

**PUBLIC COMMENTS:**

Supervisor Michael Lynch was presented his Certificate of Election for his re-election to a six-year term as supervisor.

Being no further business, upon a motion by Supervisor Lynch, seconded by Supervisor Holby, which carried 2-0, the meeting was adjourned at 8:11 p.m.

Respectfully submitted,

Sheryl L. Patterson  
Secretary / Treasurer