

It being the date of the Organization Meeting of the Dingman Township Board of Supervisors, County of Pike, Commonwealth of Pennsylvania, for the year of 2017, the following members met at 6:00 pm, at the Dingman Township Municipal Building: Supervisor Dennis L. Brink, Supervisor Kerry W. Welsh, Supervisor Thomas E. Mincer, Secretary/Treasurer Karen Kleist, and a member of the public.

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried that due to the fact that the Organization Meeting for 2017 is held three (3) days into the New Year, **all positions are declared valid and retroactive to January 1, 2017.**

#### **BOARD OF SUPERVISORS:**

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried that Dennis L. Brink be **CHAIRMAN PRO-TEM**. Dennis Brink made a motion nominating THOMAS MINCER as **CHAIRMAN** of the Board of Supervisors. MOTION was seconded by Kerry Welsh, and unanimously carried. There being only one nominee, a ballot was cast and **THOMAS MINCER** was declared elected **CHAIRMAN** for the Year 2017.

Thomas Mincer made a MOTION to nominate DENNIS BRINK for **VICE-CHAIRMAN**. Kerry Welsh seconded, motion carried. There being only one nominee, a ballot was cast and **DENNIS BRINK** was declared elected **VICE-CHAIRMAN** for the Year 2017.

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried that the Board of Supervisors **REGULAR MEETINGS** be held in the TOWNSHIP BUILDING on the **FIRST AND THIRD TUESDAYS of EACH MONTH at 7:30 P.M. except that the first JULY meeting will be held on Weds 7/5 and the first November meeting shall be on Monday the 6<sup>th</sup>** for the year 2017.

#### **SECRETARY / TREASURER:**

MOTION was made by Thomas Mincer, seconded by Dennis Brink, and unanimously carried to appoint **KAREN KLEIST** as **Secretary/Treasurer** for the Year of 2017; and that the **Treasurer's Bond** be set at **two million five hundred thousand dollars (\$2,500,000.00)** for the Year 2017.

#### **ACCOUNTANT:**

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried to re-appoint **Kirk, Summa & Company** as the Certified Public Accountant to conduct the FY 2016 Audit at the rate set forth in the Letter of Engagement previously received and approved under Resolution No. 2017-01.

#### **DEPOSITORIES:**

MOTION was made by Thomas Mincer, seconded by Dennis Brink, and unanimously carried that **NBT Bank, Wayne Bank, and ESSA Bank** be approved security as the Depositor for all Township funds with the understanding that anytime throughout the year that another depositor yields higher rates, the Township may include the Institution as depositor for the Township funds.

**TOWNSHIP SOLICITOR:**

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried that **JOHN H. KLEMEYER, Esq.** be appointed as **Township Solicitor** for the Year 2017, at a rate to be set after an Executive Session later in the meeting; and that **ANTHONY MAGNOTTA, Esq.** be appointed as the **Alternate Township Solicitor** for the Year 2017, at a rate to be set after an Executive Session later in the meeting.

**TOWNSHIP ENGINEERS:**

MOTION was made by Thomas Mincer, seconded by Dennis Brink, and unanimously carried that the firm of **MCGOEY, HAUSER & EDSALL** be appointed as primary **Township Engineers** for the year 2017, at the rates set forth in their proposal dated October 12, 2016; and that an **Alternate Township Engineer** will be appointed at a later date.

**RECREATION and PLANNING CONSULTANTS**

MOTION was made by Thomas Mincer, seconded by Dennis Brink, and unanimously carried to appoint **THOMAS MCLANE & ASSOCIATES** as Township **Recreation/Parks Consultant**, and to appoint **THOMAS SHEPSTONE** as Township **Planning Consultant**, at their prevailing rates.

**NEWSPAPERS / MEDIA:**

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried that the **PIKE COUNTY DISPATCH AND THE PIKE-WAYNE NEWS EAGLE** be the OFFICIAL NEWSPAPERS for advertising and news media for the Township for the Year 2017; to renew the subscriptions to the TOWNSHIP NEWS, for the year 2017 as follows: Board of Supervisors, Township Secretary, Planning Commission Chairman, Sewage Enforcement Officer, and Roadmaster; and to subscribe to the Pike County Dispatch for the year 2017.

**MILEAGE REIMBURSEMENT RATE**

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried to set the rate of reimbursement for mileage at **\$0.52** cents per mile for the Year 2017. Eligible mileage reimbursements include, but are not limited to travel to/from meetings for appointed Board members serving on a volunteer basis, travel to/from authorized seminars/workshops, and in conducting Township related business.

**ROADMASTER / ROAD DEPARTMENT:**

MOTION was made by Thomas Mincer, seconded by Dennis Brink, and unanimously carried that **DONNY JAMES SNYDER** be appointed **Township Roadmaster** and as Dingman Township **Representative to the Pike County Road Task Force** for the year 2017; to appoint **DALE SNYDER** and **JAMES ROSSO JR.** as **Road Department Employees**; and that all **On-Call Snow Plow Operators** wages for the year 2017 be set as follows: Non-CDL operators \$14.00 per hour and CDL Operators \$15.00 per hour. It was noted that overtime hours must comply with the Township's Overtime Policy.

**MOTION** was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried to grant the **Roadmaster** the authority to declare "CMV-Only" Emergencies when absolutely necessary to allow CMV drivers to exceed the otherwise-applicable driving time limits while responding to the declared emergency.

**BUILDING & WELL CODES ENFORCEMENT OFFICER**

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried to appoint **CODE INSPECTIONS, INC.** as **Building Code Official**, at the existing contracted rates.

**SEWAGE, ZONING, & CODE ENFORCEMENT OFFICER:**

MOTION was made by Thomas Mincer, seconded by Dennis Brink, and unanimously carried to appoint **CHRIS WOOD** as **Sewage, Zoning, Well, and General Codes Enforcement Officer**, and other duties that may be assigned by the Board of Supervisors and/or the Township Secretary, for the Year 2017, with mileage reimbursement not to exceed \$6,750 annually. It was noted that any overtime hours must comply with the Township's Overtime Policy.

**ALTERNATE CODE OFFICERS:**

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried to appoint **JUSTIN STRIHARSKY** and **DAVE MANTER** as **Alternate Sewage Enforcement Officers** for the year 2017, working on an as-needed basis at the rate of \$15.00 per hour plus mileage; and to appoint **DAVE MANTER** as **Alternate Well Officer** and **Alternate Zoning Officer** for the year 2017, to work on an as-needed basis at the rate of \$15.00 per hour plus mileage.

**SECRETARIAL STAFF**

MOTION was made by Thomas Mincer, seconded by Dennis Brink, and unanimously carried to appoint **JULIE FORBES, SUSAN MIKULAK,** and **BONNIE MULLINS** as **Office Secretarial Staff** for the Year 2017. It was noted that any overtime hours must comply with the Township's Overtime Policy.

**PARK STAFF**

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried to appoint **PAUL BORK** and **MICHAEL D'ANTUONO** as seasonal Park Maintenance employees.

**PARKS CONSTRUCTION INSPECTION/COORDINATOR**

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried to re-appoint **DENNIS L. BRINK** as Construction Inspection/Coordinator for the Township parks for the year 2017, at a salary to be set by the Board of Auditors, and to commend Mr. Brink for an excellent job. Dennis Brink abstained.

**CIVIL DEFENSE & EMERGENCY MANAGEMENT:**

MOTION was made by Thomas Mincer, seconded by Dennis Brink, and unanimously carried to appoint **WILLIAM MIKULAK** as **Civil Defense & Emergency Management Coordinator** for the Year 2017 and to commend Mr. Mikulak for a job well done.

**VACANCY BOARD:**

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried to appoint **TERESA CRERAND** to the **Vacancy Board** for the Year 2017.

**PLANNING COMMISSION:**

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried to make the following re-appointments to the **Planning Commission: TOM KOENIG, Term to expire 12/31/20;** and **BONNIE MULLINS** as **Staff Secretary** to the **Planning Commission** for the year 2017; and to accept the resignation of member Elinor Schultz.

**PARKS & RECREATION COMMISSION**

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried to make the following reappointments to the **Parks & Recreation Commission: GEORGE KLEIST, ANTHONY CONTINO & MATT SICKLER** for three-year terms to expire on December 31, 2019; **CATHY WICKE & MIKE LAPADULA** for two-year terms to expire on December 31, 2018; and to appoint **JULIE FORBES** as **Staff Secretary** to the **Parks & Recreation Commission**. It is noted that there are currently 2 one-year term vacancies.

**ZONING HEARING BOARD:**

MOTION was made by Thomas Mincer, seconded by Dennis Brink, and unanimously carried to make the following appointments to the Zoning Hearing Board: **LAWRENCE BOCCARDI, term to expire 12/31/19;** to appoint **BONNIE MULLINS**, as **Staff Secretary** to the **Zoning Hearing Board** for the year of 2017; and to appoint **JASON OHLIGER, Esq.** as **Solicitor** and **ANTHONY MAGNOTTA, Esq.** as **Alternate Solicitor** to the **Zoning Hearing Board**, at a rate to be set after an Executive Session later in the meeting.

**DINGMAN TOWNSHIP BUILDING APPEALS BOARD:**

MOTION was made by Thomas Mincer, seconded by Dennis Brink, and unanimously carried to re-appoint **ED NIKLES JR.** to the **Building Appeals Board** for a term to expire **12/31/21;** to appoint **SUSAN MIKULAK** as the **Staff Secretary** to the **Building Appeals Board** for the year of 2017; and to appoint **DOUGLAS JACOBS, Esq.** as **Solicitor**, and **ANTHONY MAGNOTTA, Esq.** as **Alternate Solicitor** to the **Building Appeals Board** at a rate to be set after an Executive Session later in the meeting.

**NON-UNIFORM PENSION PLAN:**

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried to appoint **Pennsylvania Municipal Retirement System** as Pension Advisor for the year 2017; to adopt **Resolution 2017-02** waiving the two (2) PERCENT EMPLOYEE CONTRIBUTION TO THE 2014 PENSION FUND; and that the sum of **forty-three thousand eight hundred and sixty-six dollars (\$41,866.00)** be paid to Dingman Township Employees Pension Fund as the Township's contribution for the year 2017.

**LEGAL HOLIDAYS:**

MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried that the LEGAL HOLIDAYS shall be designated as follows for the Year of 2017:

New Year's Day	January 2, 2017
President's Day	Monday, February 20, 2017
Good Friday	Friday, April 14, 2017

Memorial Day	Monday, May 29, 2017
Independence Day	Tuesday, July 4, 2017
Labor Day	Monday, September 4, 2017
Columbus Day	Monday, October 9, 2017
Veteran's Day	Friday, November 10, 2017
Thanksgiving Holiday	Thursday, November 23, 2017 Friday, November 24, 2017
Christmas	Monday, December 25, 2017
New Years Day 2017	Monday, January 1, 2018

**PUBLIC COMMENT PERIOD**

There was no public comment.

**EXECUTIVE SESSION**

The Board recessed to Executive Session at this time to discuss personnel matters.

**SALARIES**

Upon reconvening the regular meeting, MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried to set the wages of all employees be increased to the suggested rates on the 2017 Wage Determination worksheet, and to recommend to the Board of Auditors that the wage of Dennis Brink be increased to \$27.00 per hour. MOTION was made by Thomas Mincer, seconded by Dennis Brink, and unanimously carried to set the compensation for Solicitor John Klemeyer at \$175.00 per hour, with reimbursement for travel time made only for matters of litigation; and to set the compensation for the Alternate Solicitor and all other Solicitors at \$150.00 per hour, with reimbursement for travel time made only for matters of litigation.

There being no further business MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to adjourn the 2017 Organizational Meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer