

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 2021, the following members met at 11:00 am, at the Dingman Township Municipal Building: Supervisor Dennis L. Brink, Supervisor Thomas E. Mincer, Supervisor Edward D. Nikles; and Secretary/Treasurer Karen Kleist were present. A member of the press was present remotely.

BOARD OF SUPERVISORS:

MOTION was made by THOMAS MINCER, seconded by ED NIKLES, and unanimously carried that DENNIS BRINK be **CHAIRMAN PRO-TEM**. DENNIS BRINK made a motion nominating THOMAS MINCER as **CHAIRMAN** of the Board of Supervisors. MOTION was seconded by ED NIKLES, and carried. There being only one nominee, a ballot was cast and THOMAS MINCER was declared elected **CHAIRMAN** for the Year 2021.

THOMAS MINCER made a MOTION to nominate DENNIS BRINK for **VICE-CHAIRMAN**. ED NIKLES seconded, motion carried. There being only one nominee, a ballot was cast and DENNIS BRINK was declared elected **VICE-CHAIRMAN** for the Year 2021.

MOTION was made by THOMAS MINCER seconded by ED NIKLES and unanimously carried that the Board of Supervisors **REGULAR MEETINGS** beginning in February 2021 be held in the TOWNSHIP BUILDING on the **FIRST AND THIRD TUESDAYS of EACH MONTH at 7:00 P.M.** for the balance of 2021.

MOTION was made by DENNIS BRINK seconded by ED NIKLES and unanimously carried that due to the fact that the Organization Meeting for 2021 is held four (4) days into the New Year, **all positions are declared valid and retroactive to January 1, 2021.**

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 2021; and that the **Treasurer's Bond** be set at **two million five hundred thousand dollars (\$2,500,000.00)** for the Year 2021.

ACCOUNTANT:

MOTION was made by THOMAS MINCER seconded by ED NIKLES and unanimously carried to re-appoint **Kirk, Summa & Company** as the Certified Public Accountant to conduct the FY 2020 Audit at the rate set forth in the Letter of Engagement previously received and approved hereunder by Resolution No. 2021-01.

DEPOSITORIES:

MOTION was made by THOMAS MINCER seconded by ED NIKLES and unanimously carried that **NBT Bank, PLGIT, 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 ED NIKLES and unanimously carried that **JOHN H. KLEMEYER, Esq.** be appointed as **Township Solicitor** for the Year 2021, at the rate of \$175.00 per hour, with

reimbursement for travel time made only for matters of litigation; and that **ANTHONY MAGNOTTA, Esq.** be appointed as the **Alternate Township Solicitor** for the Year 2021, at the rate of \$150.00 per hour, with reimbursement for travel time made only for matters of litigation.

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 2021, at the rates set forth in their proposal dated December 21, 2020; and to appoint BOUCHER & JAMES as **Alternate Township Engineer**.

RECREATION CONSULTANTS

MOTION was made by THOMAS MINCER, seconded by DENNIS BRINK, and unanimously carried to appoint **THOMAS MCLANE & ASSOCIATES** as Township **Recreation/Parks Consultant** for the year 2021

NEWSPAPERS / MEDIA:

MOTION was made by THOMAS MINCER, seconded by DENNIS BRINK, 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 2021; to renew the subscriptions to the TOWNSHIP NEWS, for the year 2021 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 2021.

MILEAGE REIMBURSEMENT RATE

MOTION was made by THOMAS MINCER, seconded by DENNIS BRINK, and unanimously carried to set the rate of reimbursement for mileage at **\$.55** cents per mile for the Year 2021. 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 ED NIKLES, and unanimously carried that **DONNY JAMES SNYDER** be appointed **Township Roadmaster** for 2021 and to appoint **SHANE WILLIAMS** as **Acting Roadmaster** for the duration of Donny James Snyder's Medical Leave; to appoint **DALE SNYDER** as full-time **Road Department Employee** for 2021 and **JOHN OLIVIERI** as full-time **Road Department Employee** for the duration of Donny James Snyder's Medical Leave; and that all **On-Call Snow Plow Operators** wages for the year 2021 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 ED NIKLES, and unanimously carried to grant the **Roadmaster/Acting Roadmaster** the authority to declare "Winter Weather" Emergencies when absolutely necessary to allow CMV drivers to exceed the otherwise-applicable driving time limits while responding to the declared emergency.

BUILDING CODES ENFORCEMENT OFFICER

MOTION was made by THOMAS MINCER, seconded by DENNIS BRINK, and unanimously carried to re-appoint **CODE INSPECTIONS, INC.** as **Building Code Official** for the year 2021, at the existing contracted rates.

SEWAGE, ZONING, WELL & CODE ENFORCEMENT OFFICER:

MOTION was made by THOMAS MINCER, seconded by DENNIS BRINK, and unanimously carried to re-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 2021, 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 DENNIS BRINK, and unanimously carried to re-appoint **RON TUSSEL** as **Alternate Sewage Enforcement Officer** for the year 2021, working on an as-needed basis at the rate of \$20.00 per hour plus mileage; and to re-appoint **RON TUSSEL** as **Alternate Well Officer** and **Alternate Zoning Officer** for the year 2021, to work on an as-needed basis at the rate of \$20.00 per hour plus mileage.

SECRETARIAL STAFF

MOTION was made by THOMAS MINCER, seconded by ED NIKLES, and unanimously carried to re-appoint **SUSAN MIKULAK** and **BONNIE MULLINS** as full-time **Office Secretarial Staff** for the Year 2021. 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 DENNIS BRINK, and unanimously carried to re-appoint **PAUL BORK** and **MICHAEL D'ANTUONO** as seasonal part-time Park Maintenance employees for the year 2021.

CONSTRUCTION INSPECTION/COORDINATOR

MOTION was made by THOMAS MINCER, seconded by ED NIKLES, and carried to re-appoint **DENNIS L. BRINK** as Construction Inspection/Coordinator for the Township parks and other projects for the year 2021, at a salary to be set by the Board of Auditors. Supervisor Brink abstained.

CIVIL DEFENSE & EMERGENCY MANAGEMENT:

MOTION was made by DENNIS BRINK, seconded by DENNIS BRINK, and unanimously carried to re-appoint **WILLIAM MIKULAK** as **Civil Defense & Emergency Management Coordinator** for the Year 2021.

VACANCY BOARD:

MOTION was made by THOMAS MINCER, seconded by DENNIS BRINK, and unanimously carried to appoint **TERESA CRERAND** to the **Vacancy Board** for the Year 2021.

PLANNING COMMISSION:

MOTION was made by THOMAS MINCER, seconded by ED NIKLES, and unanimously carried to make the following re-appointments to the **Planning Commission: THOMAS KOENIG, Term to expire 12/31/24;** and **BONNIE MULLINS** as **Staff Secretary** to the **Planning Commission** for the year 2021.

PARKS & RECREATION COMMISSION

MOTION was made by THOMAS MINCER, seconded by DENNIS BRINK, and unanimously carried to make the following reappointments to the **Parks & Recreation Commission: CHRIS IRVING** to the unexpired term ending **12/31/22;** and **VIRGINIA SHAMLIAN** as part-time Secretary/Events Coordinator for the year 2021.

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: **ALY WAYNE**, for a three year term under Resolution #2021-02; **BONNIE MULLINS**, as **Staff Secretary** to the **Zoning Hearing Board** for the year of 2021; and to appoint **JASON OHLIGER, Esq.** as **Solicitor** and **ANTHONY MAGNOTTA, Esq.** as **Alternate Solicitor** to the **Zoning Hearing Board**, at the rate of \$150.00 per hour with reimbursement for travel time made only for matters of litigation.

DINGMAN TOWNSHIP BUILDING APPEALS BOARD:

MOTION was made by THOMAS MINCER, seconded by DENNIS BRINK, and unanimously carried to re-appoint **ANDREW SCOTT BRANCY** to the **Building Appeals Board** for a term to expire **12/31/25;** to appoint **SUSAN MIKULAK** as the **Staff Secretary** to the **Building Appeals Board** for the year of 2021; and to appoint **JASON OHLIGER Esq.** as **Solicitor** and **ANTHONY MAGNOTTA, Esq.** as **Alternate Solicitor** to the **Building Appeals Board** at the rate of \$150.00 per hour with reimbursement for travel time made only for matters of litigation.

NON-UNIFORM PENSION PLAN:

MOTION was made by THOMAS MINCER, seconded by ED NIKLES, and unanimously carried to appoint **Pennsylvania Municipal Retirement System** as Pension Advisor for the year 2021; to adopt **Resolution 2020-02** waiving the two (2) PERCENT EMPLOYEE CONTRIBUTION TO THE 2021 PENSION FUND; and that the sum of **\$32,878.00** be paid to Dingman Township Employees Pension Fund as the Township's contribution for the year 2021.

LEGAL HOLIDAYS:

MOTION was made by THOMAS MINCER, seconded by DENNIS BRINK, and unanimously carried that the LEGAL HOLIDAYS shall be designated as follows for the Year of 2021:

President's Day	Monday, February 15
Good Friday	Friday, April 2
Memorial Day	Monday, May 31
Independence Day	Monday, July 5
Labor Day	Monday, September 6

Columbus Day	Monday, October 11
Veteran's Day	Thursday, November 11
Thanksgiving Holiday	Thursday, November 25 Friday, November 26
Christmas	Friday, December 24
New Years Day	Friday, December 31

PUBLIC COMMENT PERIOD

No public comment was received.

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 DENNIS BRINK, and unanimously carried that the wages of all employees be increased to the 2021 rates outlined on the Wage Worksheet completed in Executive Session; to appoint ED NIKLES as additional CONSTRUCTION INSPECTION/COORDINATOR at a rate to be set by the Board of Auditors;. and to increase the on-call snow plow operator wages to \$17.00 (CDL) and \$15 (Non-CDL).

There being no further business MOTION was made by ED NIKLES, seconded by DENNIS BRINK, and unanimously carried to adjourn the 2021 Organizational Meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer