

DELAWARE TOWNSHIP BOARD OF SUPERVISORS
Reorganizational Meeting
January 3, 2017
MINUTES

REGULAR MEETING

Call to Order was made at 6:28 p.m.

Pledge of Allegiance

Roll Call: In attendance: Thomas Ryan, John Henderson, Jeffrey Scheetz, Thomas Farley-Township Solicitor, and Krista Predmore.

Motion to appoint Dr. Scheetz as Temporary DTBOS Chairman was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.

Public Comment on Agenda – Mr. Hough on Motion #61

1. **Motion** to appoint Dr. Scheetz as 2017 DTBOS Chairman was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson. Nay: none. Abstain: Scheetz. **Motion** carries.
2. **Motion** to appoint Mr. Ryan as 2017 DTBOS Vice Chairman was made by Dr. Scheetz with a second by Mr. Henderson. Voting: Aye: Henderson, Scheetz, Ryan. Nay: none. **Motion** carries.
3. **Motion** to appoint Dr. Scheetz as Township Treasurer was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
4. **Motion** to appoint Mr. Henderson as Township Secretary was made by Mr. Ryan with a second by Dr. Scheetz. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
5. **Motion** to appoint Krista Predmore as Delaware Township Administrator/Assistant Treasurer / Right to Know Officer at a fixed compensation of \$56,941.50 annually with benefits was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
6. **Motion** to appoint Robin Jones as Deputy Tax Collector was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
7. **Motion** to authorize Supervisors Thomas Ryan, Jeffrey Scheetz and John Henderson as Signatories on all Banking and Checking Accounts was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
8. **Motion** to approve Wayne Bank, Dime Bank and PLIGIT as Depositories for Delaware Township was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
9. **Motion** to establish the Treasurers bond at \$2,800,000 was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.

10. **Motion** to establish the Assistant Treasurer's bond at \$100,000 was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
11. **Motion** to transfer \$100,000 from the Wayne General Fund to the General Fund Capital Reserve Account for Township Municipal Building issues in relation to the roof, siding and insulation was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
12. **Motion** to transfer \$50,000 from the Wayne General Fund to the Dime Park & Rec Account was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
13. **Motion** to set aside \$5,500 from Wayne General Fund 2016 monies to purchase a plow and mount for road crew truck #4 was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
14. **Motion** to transfer \$25,000 to Recreation General Fund for tax anticipation funds for 2017 was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
15. **Motion** to set aside \$50,000 from General Fund 2016 monies to replace road crew truck 1 was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
16. **Motion** to table donation of road crew truck 1 to the Delaware Township Fire Police upon its replacement was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
17. **Motion** to transfer \$300,000 from the tax anticipation fund to the Wayne General Fund for 2017 expenses was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
18. **Motion** to transfer \$100,000 from the Wayne General Fund to the Dime Payroll account to fund 2017 first quarter payroll expenses was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
19. **Motion** to transfer \$23,971.73 from the Wayne Operating Reserve to the General Fund was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.

20. **Motion** to set aside \$100,000 from Wayne General Fund 2016 monies to replace the Township salt shed located at 145 Wilson Hill Road was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
21. **Motion** to set aside \$45,000 for a down wash slab in the back-parking lot of the municipal building was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
22. **Motion** to appoint Thomas Farley Esq. as Delaware Township Solicitor at a rate of \$150.00 per hr was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: None. **Motion** carries.
23. **Motion** to authorize Treasurer to pay usual monthly bills due between regular scheduled meetings was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Scheetz. Nay: Henderson. **Motion** carries.
24. **Motion** to appoint William Owens & Company as CPA for Delaware Township was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
25. **Motion** to appoint Charles Kroener as Delaware Township Road Master at a fixed compensation rate of \$56,181.60 annually with benefits was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
26. **Motion** to appoint Michael Kolenet to the road crew at an hourly rate of \$17.99 with pension benefits only was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
27. **Motion** to appoint Richard Heimbrook to the road crew at an hourly rate of \$16.78 with pension benefits only was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
28. **Motion** to appoint Robin Jones as full-time Administrative/Human Resources Assistant at a fixed compensation rate of \$37,954.76 annually was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
29. **Motion** to appoint Sharon Franks as full-time Office Assistant at a fixed compensation rate of \$43,576.20 annually with pension benefits only was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.

30. **Motion** to appoint Lori McCrory as part-time Permit Assistant at a rate of \$11.50 was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
31. **Motion** to appoint Vincent Flatt as full-time maintenance person at an hourly rate of \$12.50 with benefits was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
32. **Motion** to appoint Mike Moffa as full-time maintenance person at an hourly rate of \$15.32 with benefits was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
33. **Motion** to appoint Ed Hammond as Assistant Road Master/ Parks & Grounds Superintendent at a fixed compensation rate of \$40,536 annually was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
34. **Motion** to appoint Jeff Dorner as part-time Bulk Waste Attendant at an hourly rate of \$13.11 was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
35. **Motion** deleted.
36. **Motion** to appoint Dave Manter as Delaware Township Sewerage Officer was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
37. **Motion** to appoint Jeryl Rinehart as Alternate Sewerage Officer was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
38. **Motion** to reimburse 53.5 cents per mile for use of personal vehicle while on official Delaware Township business was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
39. **Motion** to appoint Charley Kroener and Ed Hammond to the Pike County Road Task Force was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Scheetz, Henderson, Ryan. Nay: none. **Motion** carries.
40. **Motion** to appoint Boucher & James Township Engineers was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.

41. **Motion** to appoint SFM Consulting LLC as Delaware Township Residential and Commercial Building inspectors was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
42. **Motion** to appoint SFM Consulting LLC as Delaware Township Zoning/Code Enforcement Officers was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
43. **Motion** to appoint George Beodeker as Delaware Township Emergency Management Coordinator with an annual stipend of \$1,000 was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
44. **Motion** to appoint Jeff Graber as Delaware Township Emergency Management Deputy Coordinator was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Henderson, Ryan, Scheetz. Nay: none. **Motion** carries.
45. **Motion** to appoint Ed Hammond as Delaware Township Emergency Management Deputy Coordinator was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
46. **Amended Motion** to appoint Robert Bernathy Esq. as Alternate Delaware Township Solicitor at a rate of \$150 per hour was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
47. **Amended Motion** to appoint Thomas Farley Esq. as Delaware Township Planning Commission Solicitor at a rate of \$150 per hour was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
48. **Amended Motion** to appoint Robert Bernathy, Esq. as Alternate Planning Commission Solicitor at a rate of \$150 per hour was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
49. **Amended Motion** to appoint Stacey Beecher, Esq as Delaware Township Zoning Hearing Board Solicitor at a rate of \$150 per hour was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
50. **Motion** to appoint Jeffrey Shirley as Delaware Township Vacancy Board was made by Mr. Henderson with a second by Mr. Ryan. Voting: Aye: Ryan, Scheetz. Nay: Henderson. **Motion** carries.

Mr. Henderson requested the motion be amended to appoint Mr. McBride to the vacancy board. Motion was rejected.

51. **Motion** to table appointment of Steve Vitale PhD, PE, Jim Owens, Wayne Day, Sean Helferty (alternate) and Mike Moffa (alternate) as Delaware Township Building Hearing Board was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
52. **Motion** to appoint Krista Predmore as Delaware Township Building Hearing Board Secretary was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
53. **Amended Motion** to appoint Stacey Beecher, Esq. as Delaware Township Building Hearing Board Attorney at a rate of \$150 per hour was made by Mr. Ryan with a second by Dr. Scheetz. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
54. **Motion** to appoint Robin Jones as Secretary of the Delaware Township Safety Committee was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
55. **Motion** to appoint Stacey Hughes (alternate), Vincent Flatt, Bud DeVries, John Hawkins and Edward Hammond to the Delaware Township Safety Committee for a 1 year term was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
56. **Motion** to appoint Lori McCrory as Zoning Hearing Board Secretary at a rate of \$35 per meeting was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
57. **Motion** to table appointment of Sharon Franks as Pike County COG representative was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
58. **Motion** to appoint Sharon Franks to Delaware Township Planning Commission for a four (4) year term was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
59. **Motion** to authorize Krista Predmore, Robin Jones and Ed Hammond to attend the 2017 PSATS Conference in Hershey, Pa was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Scheetz. Nay: Henderson. **Motion** carries.

60. **Motion** to authorize grass mowing and snow plowing at the following locations: Delaware Township Fire Department and Ambulance Corps Main Building and Sub stations was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
61. **Motion** to authorize snow plowing at the Delaware Cemetery was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
62. **Motion** to authorize grass mowing at the American Legion on Ball Park Road was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
63. **Motion** to approve New Year's Day, Martin Luther King Jr., Presidents Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans day, Thanksgiving Day, Day after Thanksgiving, and Christmas Day as paid holidays was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
64. **Motion** to set the Delaware Township Board of Supervisors workshops the second and fourth Wednesday of each month at 5:30 pm was made by Mr. Ryan with a second by Dr. Scheetz. Voting: Aye: Ryan, Scheetz. Nay: Henderson. **Motion** carries.
65. **Motion** to set the Delaware Township Board of Supervisors regular meetings the second and fourth Wednesday of each month at 6:30 pm was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Scheetz. Nay: Henderson. **Motion** carries.
66. **Motion** to authorize Delaware Township Safety Committee to meet on the first Monday of each month at 8:30 am was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
67. **Motion** to approve Delaware Township Planning Commission meetings and workshops on the first and third Tuesday of each month or as necessary at 6:30 pm was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
68. **Motion** to authorize Delaware Township Zoning Hearing Board to meet on an as needed basis at 7:00 pm was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.
69. **Motion** to authorize Delaware Township Building Hearing Board to meet on an as needed basis at 6:00 pm was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.

70. **Motion** to appoint the Pike County Dispatch, the News Eagle and the Pocono Record as the official Township newspapers was made by Mr. Ryan with a second by Mr. Henderson. Voting: Aye: Ryan, Henderson, Scheetz. Nay: none. **Motion** carries.

PUBLIC COMMENT

Public comment consisted of, but was not limited to the following: Ms. Neufeld regarding the date of the first regular BOS meeting and workshop in January.

71. **Motion** to adjourn the meeting was made by Mr. Ryan with a second by Mr. Henderson. Voting: All in Favor. **Motion** carries.

Respectfully submitted,

Krista Predmore
Township Administrator/Assistant Treasurer