



Delaware Township Board of Supervisors

Reorganization Meeting

January 6, 2020 – 7pm

MINUTES

PLEASE TURN CELL PHONES TO VIBRATE

Call to Order was made at 6:00 p.m.

Pledge of Allegiance

Roll Call – In attendance: Jane Neufeld, Rick Koehler, John Henderson, Thomas Farley – Township Solicitor, and Krista Predmore.

Motion to appoint Rick Koehler as Temporary DTBOS Chairman was made by Ms. Neufeld with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.

Public Comment on Agenda – none.

1. **Motion** to appoint John Henderson as 2020 DTBOS Chairman was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
2. **Motion** to appoint Jane Neufeld as 2020 DTBOS Vice Chairman was made by Mr. Koehler with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.
3. **Motion** to appoint Jane Neufeld as Township Treasurer was made by Mr. Henderson with a second by Mr. Koehler. Voting: All in favor. Nay: None. **Motion** carries.
4. **Motion** to appoint Rick Koehler as Township Secretary was made by Ms. Neufeld with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.
5. **Motion** to appoint Krista Predmore as Delaware Township Administrator/Assistant Treasurer / Right to Know Officer at a salary of \$59,134.40 with benefits was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
6. **Motion** to recognize Robin Jones as Deputy Tax Collector as appointed by Mary Lou Corbett was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.



7. **Motion** to authorize Supervisors John Henderson, Jane Neufeld and Rick Koehler as Signatories on all Banking and Checking Accounts was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
8. **Motion** to approve Wayne Bank, Dime Bank and PLGIT as Depositories for Delaware Township was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
9. **Motion** to establish the Treasurers bond at \$2,800,000 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
10. **Motion** to establish the Assistant Treasurer's bond at \$100,000 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
11. **Motion** to appoint Thomas Farley Esq. as Delaware Township Solicitor at a rate of \$150.00 per hr was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
12. **Motion** to authorize Treasurer to pay usual monthly bills due between regular scheduled meetings was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
13. **Motion** to appoint Kirk Summa & Co LLP as certified public accounting firm to replace the elected auditors for Delaware Township was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
14. **Motion** to appoint Vincent Flatt as Delaware Township Road Master at a salary of \$57,000 with benefits was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
15. **Motion** to appoint Michael Moffa as full-time public works employee at a rate of \$18.00 per hour with benefits was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
16. **Motion** to appoint Christopher Kimble as full-time public works employee at a rate of \$18.00 per hour with benefits was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
17. **Motion** to appoint Jeffrey Ireland as full-time public works employee at a rate of \$17.00 per hour subject to 90-day probationary period was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.



18. **Motion** to appoint Jake DeMouth as full-time public works employee at a rate of \$16.50 per hour subject to 90-day probationary period was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
19. **Motion** to appoint Robin Jones as full-time Administrative/Human Resources Assistant at a salary of \$41,246.00 with benefits was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
20. **Motion** to appoint Sharon Franks as part-time Office Assistant at a rate of \$21.97 per hour was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
21. **Motion** to appoint Lori McCrory as full-time Permit Assistant at a rate of \$17.00 per hour plus benefits was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
22. **Motion** to appoint Jeff Dorner as part-time Bulk Waste Attendant at a rate of \$13.64 per hour was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
23. **Motion** to appoint Ron Tussel as Sewage Enforcement Officer was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
24. **Motion** to reimburse 57.5 cents per mile for use of personal vehicle while on official Delaware Township business was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
25. **Motion** to appoint Vincent Flatt to the Pike County Road Task Force was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
26. **Motion** to appoint Christopher Kimble as alternate to the Pike County Road Task Force was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
27. **Motion** to appoint Boucher & James Township Engineers was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
28. **Motion** to appoint SFM Consulting LLC as Delaware Township Residential and Commercial Building inspectors was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.



29. **Motion** to appoint SFM Consulting LLC as Delaware Township Zoning/Code Enforcement Officers was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
30. **Motion** to appoint George Beodeker as Delaware Township Emergency Management Coordinator was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
31. **Motion** to appoint Robert Bernathy, Esq. as Alternate Delaware Township Solicitor was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
32. **Motion** to appoint Thomas Farley, Esq. as Delaware Township Planning Commission Solicitor was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
33. **Motion** to appoint Robert Bernathy, Esq. as Alternate Planning Commission Solicitor was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
34. **Motion** to appoint Stacey Beecher, Esq. as Delaware Township Zoning Hearing Board Solicitor was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
35. **Motion** to appoint Steve McBride as Delaware Township Vacancy Board was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
36. **Motion** to appoint Mike Moffa (alternate) to the Delaware Township Building Hearing Board was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
37. **Motion** to appoint Krista Predmore as Delaware Township Building Hearing Board Secretary was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
38. **Motion** to appoint Stacey Beecher, Esq. as Delaware Township Building Hearing Board Attorney was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.



39. **Motion** to appoint Robin Jones as Secretary of the Delaware Township Safety Committee was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
40. **Motion** to appoint Chris Kimble, Russel Sioretti, Bud DeVries (alternate), and Kyle Wright to the Delaware Township Safety Committee for a 1-year term was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
41. **Motion** to appoint Lori McCrory as Zoning Hearing Board Secretary at a rate of \$35 per meeting was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
42. **Motion** to appoint Sharon Franks as Planning Commission Secretary at a rate of \$35 per meeting was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
43. **Motion** to appoint Sharon Franks as the Pike County Council of Government representative for Delaware Township was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
44. **Motion** to authorize Jane Neufeld, Rick Koehler, Vincent Flatt and Lori McCrory to attend the 2020 PSATS Conference in Hershey, PA was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
45. **Motion** to authorize snow plowing at the following locations: Delaware Township Fire Department and Ambulance Corps Main Building and Sub stations was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
46. **Motion** to authorize snow plowing at the Delaware Cemetery was made by Mr. Koehler with a second by Mr. Henderson. Abstain: Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
47. **Motion** to authorize grass mowing at the American Legion on Ball Park Road and Smith-Harker Community Garden was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
48. **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, Christmas Eve, Christmas Day and New Year's Eve as paid holidays was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.



49. **Motion** to set the Delaware Township Board of Supervisors workshops the second and fourth Wednesday of each month at 6:00 pm except for November and December as follows:

January 8th and 22nd, February 12th and 26th, March 11th and 25th, April 8th and 22nd, May 13th and 27th, June 10th and 24th, July 8th and 22nd, August 12th and 26th, September 9th and 23rd, October 14th and 28th. November and December meetings ONLY will be on the first and third Wednesday of each month on the following dates: November 4th and November 18th, and December 2nd and December 16th.

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

50. **Motion** to set the Delaware Township Board of Supervisors regular meetings the second and fourth Wednesday of each month at 7:00 pm except for November and December as follows:

January 8th and 22nd, February 12th and 26th, March 11th and 25th, April 8th and 22nd, May 13th and 27th, June 10th and 24th, July 8th and 22nd, August 12th and 26th, September 9th and 23rd, October 14th and 28th. November and December meetings ONLY will be on the first and third Wednesday of each month on the following dates: November 4th and November 18th, and December 2nd and December 16th.

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

51. **Motion** to authorize Delaware Township Safety Committee to meet on the first Tuesday of each month at 8:30 am was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

52. **Motion** to approve Delaware Township Planning Commission meetings and workshops on the first and third Tuesday of each month at 6:30 pm and the fourth Tuesday as needed was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

53. **Motion** to authorize Delaware Township Zoning Hearing Board to meet on an as needed basis at 7:00 pm was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

54. **Motion** to authorize Delaware Township Building Hearing Board to meet on an as needed basis at 6:00 pm was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.



55. **Motion** to appoint the Pike County Dispatch, the Tri-County Independent and the Pocono Record as the official Township newspapers was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

56. **Motion** to appoint Jeff Opitz and Elizabeth Forrest to the Delaware Township Planning Commission for a 4-year term was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

Public Comment – none.

57. **Motion** to Adjourn was made at 7:21 p.m. by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.