

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 2020, the following members met at 10:00 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.

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 2020.

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 2020.

MOTION was made by THOMAS MINCER seconded by ED NIKLES and unanimously carried that the Board of Supervisors **REGULAR MEETINGS** beginning in February 2020 be held in the TOWNSHIP BUILDING on the **FIRST AND THIRD TUESDAYS of EACH MONTH at 7:00 P.M.** for the balance of 2020.

MOTION was made by DENNIS BRINK seconded by ED NIKLES and unanimously carried that due to the fact that the Organization Meeting for 2020 is held seven (7) days into the New Year, **all positions are declared valid and retroactive to January 1, 2020.**

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 2020; and that the **Treasurer's Bond** be set at **two million five hundred thousand dollars (\$2,500,000.00)** for the Year 2020.

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 2019 Audit at the rate set forth in the Letter of Engagement previously received and approved hereunder by Resolution No. 2020-01.

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 2020, 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 2020, 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 2020, at the rates set forth in their proposal dated October 17, 2019; and to appoint BOUCHER & JAMES as **Alternate Township Engineer**.

RECREATION CONSULTANTS

MOTION was made by THOMAS MINCER, seconded by ED NIKLES, and unanimously carried to appoint **THOMAS MCLANE & ASSOCIATES** as Township **Recreation/Parks Consultant**.

NEWSPAPERS / MEDIA:

MOTION was made by THOMAS MINCER, seconded by ED NIKLES, 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 2020; to renew the subscriptions to the TOWNSHIP NEWS, for the year 2020 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 2020.

MILEAGE REIMBURSEMENT RATE

MOTION was made by THOMAS MINCER, seconded by ED NIKLES, and unanimously carried to set the rate of reimbursement for mileage at \$.55 cents per mile for the Year 2020. 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 carried that **DONNY JAMES SNYDER** be appointed **Township Roadmaster** and as Dingman Township **Representative to the Pike County Road Task Force** for the year 2020; to appoint **DALE SNYDER** and **SHANE WILLIAMS** as **Road Department Employees**; and that all **On-Call Snow Plow Operators** wages for the year 2020 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** 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 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 2020, at the existing contracted rates.

SEWAGE, ZONING, WELL & CODE ENFORCEMENT OFFICER:

MOTION was made by THOMAS MINCER, seconded by ED NIKLES, 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 2020, 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 **DAVE MANTER** as **Alternate Sewage Enforcement Officer** for the year 2020, working on an as-needed basis at the rate of \$20.00 per hour plus mileage; and to re-appoint **DAVE MANTER** as **Alternate Well Officer** and **Alternate Zoning Officer** for the year 2020, to work on an as-needed basis at the rate of \$20.00 per hour plus mileage.

SECRETARIAL STAFF

MOTION was made by DENNIS BRINK, seconded by THOMAS MINCER, and unanimously carried to re-appoint **SUSAN MIKULAK** and **BONNIE MULLINS** as **Office Secretarial Staff** for the Year 2020. 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 2020.

PARKS 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 2020, 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 ED NIKLES, and unanimously carried to re-appoint **WILLIAM MIKULAK** as **Civil Defense & Emergency Management Coordinator** for the Year 2020.

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 2020.

BOARD OF AUDITORS

MOTION was made by THOMAS MINCER, seconded by ED NIKLES, and unanimously carried to appoint **DENISE AYALA** to fill a vacancy on the Board of Auditors.

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: SCOTT BRANCY, Term to expire 12/31/23;** and **BONNIE MULLINS** as **Staff Secretary** to the **Planning Commission** for the year 2020.

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: MATTHEW SICKLER and MITCHELL HYAMS, Terms to expire 12/31/22;** and **GEORGE KLEIST** as Alternate Member, Term to expire 12/31/22. A motion to re-appoint Sylvia Sirin as Secretary/Events Coordinator was introduced but received no Motion nor Second; motion died and there was no re-appointment.

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 12/31/22;** to appoint **BONNIE MULLINS**, as **Staff Secretary** to the **Zoning Hearing Board** for the year of 2020; 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 ED NIKLES, and unanimously carried to re-appoint **GUY WOLFE** to the **Building Appeals Board** for a term to expire **12/31/24;** to appoint **SUSAN MIKULAK** as the **Staff Secretary** to the **Building Appeals Board** for the year of 2020; and to appoint **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. A primary Solicitor will be appointed at a later date.

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 2020; to adopt **Resolution 2020-02** waiving the two (2) PERCENT EMPLOYEE CONTRIBUTION TO THE 2020 PENSION FUND; and that the sum of **forty thousand eight hundred eighty-three dollars (\$40,883.00)** be paid to Dingman Township Employees Pension Fund as the Township's contribution for the year 2020.

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 2020:

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| New Year's Day | January 1, 2020 |
| President's Day | Monday, February 17, 2020 |
| Good Friday | Friday, April 10, 2020 |
| Memorial Day | Monday, May 25, 2020 |

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| Independence Day | Friday, July 3, 2020 |
| Labor Day | Monday, September 7, 2020 |
| Columbus Day | Monday, October 12, 2020 |
| Veteran's Day | Wednesday, November 11, 2020 |
| Thanksgiving Holiday | Thursday, November 26, 2020 Friday, November 27, 2020 |
| Christmas | Thursday, December 24, 2020 Friday, December 25, 2020 |
| New Years Day 2021 | Friday, January 1, 2021 |

PUBLIC COMMENT PERIOD

There was no public present.

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 ED NIKLES, seconded by DENNIS BRINK, and unanimously carried that the wages of all employees be increased to the 2020 rates discussed in Executive Session, and to recommend to the Board of Auditors that the wage of Dennis Brink be set at at least his 2019 rate Construction Project Coordinator. Dennis Brink abstained.

There being no further business MOTION was made by DENNIS BRINK, seconded by ED NIKLES, and unanimously carried to adjourn the 2020 Organizational Meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer