

**POCONO TOWNSHIP SUPERVISORS
MINUTES OF THE REORGANIZATION MEETING
JANUARY 4th, 2010 3:00 p.m.**

The Reorganization Meeting of the Pocono Township Supervisors was held on January 4th, 2010 at the Pocono Township Municipal Building, Tannersville, Pa., and was opened by Chairwoman, Jane Cilurso, at 3:00 p.m. followed by the Pledge of Allegiance.

ACKNOWLEDGEMENT OF COMMENTS RE RESIDENTS: Chairwoman J. Cilurso noted that each visitor has the right to comment at this time or before any action is taken on the matter.

NOTICE OF MEETING TIMES: J. Cilurso welcomed the audience and thanked them for attending. She noted the regularly scheduled Supervisors meetings are held on the 1st and 3rd Monday of each month at 7:00 p.m. unless rescheduled.

ROLL CALL: Jane Cilurso, present; Harold Werkheiser, present; and Frank Hess, present.

Tim McManus, Township Solicitor, Aaron Sisler, Boucher & James, Engineering, Inc., Pamela Finkbeiner, Recording Secretary, and Stephen Meylach, Zoning Officer, were present.

APPOINTMENT OF ACTING CHAIRPERSON: H. Werkheiser made a motion, seconded by F. Hess, to appoint J. Cilurso as Acting Chairperson. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

APPOINTMENT OF ACTING SECRETARY: F. Hess made a motion, seconded by J. Cilurso, to appoint H. Werkheiser, as Acting Secretary. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

CHAIRPERSON NOMINATIONS AND APPOINTMENT: H. Werkheiser made a motion, seconded by F. Hess to appoint J. Cilurso as Chairperson of the Pocono Township Board of Supervisors for 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

OTHER NOMINATIONS AND APPOINTMENTS:

VICE-CHAIRMAN: J. Cilurso made a motion, seconded by F. Hess, to appoint H. Werkheiser, as Vice-Chairman of the Pocono Township Board of Supervisors for 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

SECRETARY/TREASURER: F. Hess made a motion, seconded by H. Werkheiser, to appoint J. Cilurso as Secretary/Treasurer of the Pocono Township Board of Supervisors for 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

ASSISTANT SECRETARY/TREASURER: J. Cilurso made a motion, seconded by H. Werkheiser, to appoint F. Hess as Assistant Secretary/Treasurer of the Pocono Township Board of Supervisors for 2010 as a non-paying position, as the 2010 budget does not include monies for this position. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

RECORDING SECRETARY: F. Hess made a motion, seconded by H. Werkheiser, to appoint Pamela Finkbeiner as Recording Secretary for the Pocono Township Board of Supervisors for the year 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

SETTING OF TREASURER'S BOND:

H. Werkheiser made a motion, seconded by F. Hess, to set the Treasurer's bond at \$300,000.00 for the year 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

SALARIES:

POLICE CHIEF: H. Werkheiser made a motion, seconded by F. Hess, to raise the Police Chief's salary by 4 ½ % for 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

PATROLMEN: H. Werkheiser made a motion, seconded by F. Hess, to set the patrolmen's raises as per the Pocono Twp. Police Collective Bargaining Agreement for 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

OTHER TOWNSHIP EMPLOYEES: H. Werkheiser made a motion, seconded by F. Hess, to approve the raises in salary for Teamster 773 Union employees as per the current contract for 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

J. Cilurso made a motion, seconded by H. Werkheiser, to set the raise of the part-time Administrative Assistant, Carmen Milillo, at 3% for 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

J. Cilurso made a motion, seconded by H. Werkheiser, to set the raise of the part-time Police Secretary at 3% for 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

RECOMMENDATION OF PLANNING COMMISSION SECRETARY: H. Werkheiser made a motion, seconded by F. Hess, to hold the salary of Planning Commission Secretary for 2010 to the 2009 rate. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

TOWNSHIP BENEFITS: H. Werkheiser made a motion, seconded by F. Hess, to approve the Pocono Twp. Police Benefits as per the current Police Collective Bargaining Agreement, and other Pocono Twp. employees as per the current Teamster's 773 Contract for 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

APPOINTMENTS AS FOLLOWS:

VACANCY BOARD: H. Werkheiser made a motion, seconded by F. Hess, to appoint Robert Demarest to the Pocono Township Vacancy Board for 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

ROADMASTER: J. Cilurso made a motion, seconded by F. Hess, to appoint H. Werkheiser as the Pocono Township Roadmaster for 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

SOLICITORS AND ALTERNATES: J. Cilurso made a motion, seconded by H. Werkheiser, to appoint the firm of Cramer, Swetz, and McManus, PC, as Pocono Township Solicitor for the year 2010 at the same rates as of 2009. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

H. Werkheiser made a motion, seconded by F. Hess, to appoint James Fareri as Alternate Solicitor for the year 2010 at the same rates as of 2009. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

DEPOSITORIES:

H. Werkheiser made a motion, seconded by F. Hess, to approve the following Depositories for Pocono Township for the year 2010, together with any other depository that may be appointed during 2010: Mellon Bank; Citizens Bank; First National Bank of Palmerton; PNC Bank; East Stroudsburg Savings Association; Wachovia Bank; PA Local Government Investment Trust; The Third National Bank of Scranton; Pennstar Bank; Penn Security Bank; Pocono Community Bank; Community Bank & Trust; M&T Bank, and Wayne Bank. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

SETTING OF SUPERVISORS' MEETING DATES:

H. Werkheiser made a motion, seconded by F. Hess, to set the Pocono Township Supervisors' meetings at 7:00 p.m. for the 1st and 3rd Monday of every month of 2010 - unless otherwise advertised. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

ZONING HEARING BOARD MEMBER AND ALTERNATES APPOINTMENTS:

The three-year term of Janet Depue expires 01/01/10. F. Hess made a motion, seconded by H. Werkheiser, to reappoint Janet Depue for an additional three-year term to the Zoning Hearing Board. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

F. Hess made a motion, seconded by H. Werkheiser, to appoint Dario Belardi as alternate Zoning Hearing Board member for the year of 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

ZONING HEARING BOARD SOLICITOR AND ALTERNATE:

H. Werkheiser made a motion, seconded by F. Hess, to appoint George Royle, as Twp. Zoning Hearing Board Solicitor for 2010 for the same rate as 2009. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

F. Hess made a motion, seconded by H. Werkheiser, to appoint Jane Roach Maughan P.C. as Alternate ZO Hearing Board Solicitor for the same rate as 2009. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

ZONING OFFICER SOLICITOR APPOINTMENT: H. Werkheiser made a motion, seconded by F. Hess, to appoint Jerry Hanna, Esq. as Zoning Officer Solicitor for the year 2010 at a rate of \$125.00 per hour. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

ZONING OFFICER AND ZONING CODES OFFICER APPOINTMENT: H. Werkheiser made a motion, seconded by F. Hess, to appoint Steven Meylach as Pocono Township Zoning Officer with a 3% increase in pay rate for the year 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

SEWAGE ENFORCEMENT OFFICER/ALTERNATE ZONING OFFICER: F. Hess made a motion, seconded by H. Werkheiser, to appoint Dennis Keesler as Pocono Township Sewage Enforcement Officer/Alternate Zoning Officer with a 2 % increase in pay rate for the year 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

ALTERNATE SEWAGE ENFORCEMENT OFFICER: H. Werkheiser made a motion, seconded by F. Hess, to appoint Jeryl Rinehart and Rick Fisher as Alternate SEOs at the rate of \$25.00 per hour for the year 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

ENGINEERING FIRM APPOINTMENT: H. Werkheiser made a motion, seconded by F. Hess, to appoint Boucher & James, Inc. as Pocono Township Engineers. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

ALTERNATE ENGINEERING FIRMS (on an as needed basis): F. Hess made a motion, seconded by H. Werkheiser, to appoint Pennoni Engineering, Inc., Hanover Engineering, Inc. and Reilly Engineering, Inc. as Alternate engineering firms. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

APPOINTMENT OF LIAISON BETWEEN TOWNSHIP AND POLICE FOR 2010: J. Cilurso made a motion, seconded by F. Hess, to appoint H. Werkheiser as Liaison between Pocono Township and the Pocono Township Police for 2010. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried

APPOINTMENT OF DELEGATES AND VOTING DELEGATES TO PSATS CONVENTION: J. Cilurso made a motion, seconded by H. Werkheiser, to appoint J. Cilurso, H. Werkheiser and F. Hess as delegates to the 2010 PSAT Convention. Roll call vote: J. Cilurso, yes; H. Werkheiser, and yes; F. Hess, yes. Motion carried.

H. Werkheiser made a motion, seconded by F. Hess, to appoint J. Cilurso as Voting delegate to the 2010 PSAT Convention. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

APPOINTMENT TO THE MONROE COUNTY REGIONAL POLICE TRAINING FACILITY

COMMITTEE: J. Cilurso made a motion, seconded by H. Werkheiser, to appoint J. Bramley to the Monroe County Regional Police Training Facility Committee. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

OTHER APPOINTMENTS: Will be held open for future appointments, if any.

SCHEDULE PERSONNEL WORK SESSIONS: F. Hess made a motion, seconded by H. Werkheiser, to maintain the schedule as presently used. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

MOTION TO ACCEPT IRS GAS REIMBURSEMENT OF \$.50: H. Werkheiser made a motion, seconded by F. Hess, to accept the IRS Gas Reimbursement of \$.50 for 2010 or until changed by the IRS. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

ADJOURNMENT: F. Hess made a motion, seconded by H. Werkheiser, to adjourn the meeting until the Regular meeting to immediately follow. Roll call vote: J. Cilurso, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

Respectfully submitted
Pamela Finkbeiner
Recording Secretary