

**POCONO TOWNSHIP SUPERVISORS
REORGANIZATIONAL MEETING MINUTES
JANUARY 3rd, 2012 7:00 P.M.**

The Reorganization Meeting of the Pocono Township Supervisors was held on January 3rd, 2011 at the Pocono Township Municipal Building, Tannersville, Pa., and was opened by Vice-Chairman, Harold Werkheiser at 7:00 p.m. followed by the Pledge of Allegiance.

H. Werkheiser introduced Henry Bengel, newly appointed Supervisor for Pocono Township.

NOMINATION OF ACTING CHAIRPERSON: H. Bengel nominated F. Hess as acting Chairman - H. Werkheiser made a motion, seconded by H. Bengel, to appoint F. Hess as acting Chairman. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

NOMINATION OF ACTING SECRETARY: H. Bengel nominated F. Hess as acting Secretary. H. Bengel made a motion, seconded by H. Werkheiser, to appoint F. Hess as acting Secretary. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

NOMINATION OF CHAIRPERSON: H. Bengel nominated F. Hess as Chairman. H. Bengel made a motion, seconded by H. Werkheiser, to appoint F. Hess as Chairman. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

ANNOUNCEMENTS AND PUBLIC COMMENTS ON AGENDA ITEMS:

ANNOUNCEMENT OF EXECUTIVE SESSION: F. Hess noted that the board had met in Executive Session for discussion of Personnel and Employment matters.

OTHER NOMINATIONS:

NOMINATION OF VICE-CHAIRPERSON: H. Bengel made a motion, seconded by F. Hess, to appoint H. Werkheiser as Vice-Chairman. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

NOMINATION OF SECRETARY: H. Bengel made a motion, seconded by H. Werkheiser, to appoint F. Hess as Secretary. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried

NOMINATION OF TREASURER: H. Bengel made a motion, seconded by H. Werkheiser, to appoint F. Hess as Treasurer. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

NOMINATION OF ASSISTANT SECRETARY: H. Bengel made a motion, seconded by F. Hess, to appoint H. Werkheiser as Assistant Secretary. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

OTHER NOMINATIONS CONT:

NOMINATION OF ASSISTANT TREASURER: H. Bengel made a motion, seconded by F. Hess, to appoint H. Werkheiser as Assistant Treasurer. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

NOMINATION OF RECORDING SECRETARY: H. Bengel made a motion, seconded by H. Werkheiser, to appoint P. Finkbeiner as recording secretary. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

NOMINATION OF RIGHT-TO-KNOW OFFICER: H. Werkheiser made a motion, seconded by F. Hess, to appoint H. Bengel as Right-to-Know officer for Pocono Township Municipal Records. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

J. Coover, Henryville, questioned H. Bengel appointment as Right-to-Know Officer - concern that he will not be available to fulfill requests.

H. Bengel noted that the office staff will assist to get the information out in a timely manner.

Bruce Kilby, Scotrun, re if Right-to-Know officer could be shared with the Police Department.

P. Finkbeiner noted the Police Department is required to have their own Right-to-Know officer.

TOWNSHIP SOLICITOR: H. Bengel made a motion, seconded by H. Werkheiser, to appoint the firm Royle & Durney as Township Solicitor. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

SPECIAL COUNSEL FOR SEWER PROJECT: H. Werkheiser, made a motion, seconded by H. Bengel, to appoint the firm of Cramer, Swetz, & McManus as Special Counsel for the sewer project. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

SPECIAL COUNSEL FOR ZONING AND SPECIAL COUNSEL FOR LABOR: H. Bengel made a motion, seconded by H. Werkheiser, to table the appointment of Special Counsel for Zoning and Labor. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

VACANCY BOARD: H. Bengel made a motion, seconded by H. Werkheiser, to appoint Jackie Calucchio to the Pocono Township Vacancy Board. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

SETTING OF TREASURER'S BOND: H. Bengel made a motion, seconded by H. Werkheiser, to set the Treasurer's bond at \$1,000,000.00. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

John Rinker, Scotrun; Judy Coover, Henryville; Jan DePue, Bartonsville, and Robert Felins, Scotrun, re cost of the increase to the Treasurer's Bond.

F. Hess noted the Treasurer's bond for \$300,000 was \$400.00. The Township is requesting quotes.

SELECT DEPOSITORIES:

H. Bengel made a motion, seconded by H. Werkheiser, to approve the following Depositories for Pocono Township for the year 2012, together with any other depository that may be appointed during 2012: 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; 1st Keystone Community Bank; Community Bank & Trust; M&T Bank, and Wayne Bank. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; F. Hess, yes. Motion carried.

SETTING OF MEETING DATES: H. Bengel made a motion, seconded by H. Werkheiser, to set the Regular Supervisor's meetings on the first and third Monday at 7:00 p.m., at the Pocono Township Municipal Building unless otherwise advertised. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

APPOINTMENT OF TOWNSHIP ENGINEER: H. Bengel made a motion, seconded by F. Hess, to appoint Pennoni Engineering, Inc. as the Township Engineer. Roll call vote: H. Bengel, yes; H. Werkheiser, No; and F. Hess, yes. Motion carried.

J. Coover, Henryville, re rate of engineering and solicitors verses the former professionals and salary of Board members.

F. Hess noted Royle and Durney are at \$175.00 per hour compared to Cramer's, Swetz, and McManus' rate of \$210.00 per hour.

R. Manfredi noted the Auditors will set the salaries for the Board at the Auditor's meeting of 01/04/2012 at 1:00 p.m.

APPOINTMENT OF ALTERNATE ENGINEER: H. Bengel made a motion, seconded by F. Hess, to appoint Hanover Engineering, Inc. as the Alternate Engineer. Roll call vote: H. Bengel, yes; H. Werkheiser, no, and F. Hess, yes. Motion carried.

APPOINTMENT OF ENGINEER FOR THE POCONO TOWNSHIP SEWER PROJECT: H. Bengel made a motion, seconded by H. Werkheiser, to appoint RKR Hess Associates as Engineers for the Pocono Township Sewer Project. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

APPOINTMENT OF LIAISON BETWEEN TOWNSHIP AND POLICE FOR 2012: H. Werkheiser made a motion, seconded by F. Hess, to appoint H. Bengel as Liaison between the Township and Police for 2012. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

APPOINTMENT OF DELEGATES AND VOTING DELEGATE TO PSATS CONVENTION: H. Bengel made a motion, seconded by F. Hess, to appoint H. Werkheiser as voting delegate to the 2012 PSATS Convention and H. Bengel, H. Werkheiser, and F. Hess as delegates to the 2012 PSATS Convention. Roll call vote: H. Bengel, yes; H. Werkheiser, and yes; F. Hess, yes. Motion carried.

APPOINTMENT OF POCONO-JACKSON WATER AUTHORITY POCONO TOWNSHIP: H. Bengel made a motion, seconded by H. Werkheiser, to appoint Mary Jean Shick as the representative on the Pocono-Jackson Water Authority. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

APPOINTMENT OF POCONO TOWNSHIP PLANNING COMMISSION MEMBERS:

- 1) H. Werkheiser made a motion, seconded by H. Bengel, to reappoint Ronald Swink (5-year term). Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

OTHER APPOINTMENTS: Being held for future appointments, if any.

REAFFIRM RATES OF PROFESSIONALS AS SUBMITTED: H. Bengel made a motion, seconded by H. Werkheiser, to reaffirm the rates of Professional as submitted. H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.

COMMENTS:

Bobby Felins, re Jane Cilurso's appointment on the HJJPC Regional Park board; Northampton Community College; and PSATS.

Frank Ruggiero, Tannersville, future of the Regional Park.

Jane DePue, Tannersville, appointment of Zoning Officer and Sewage Officer.

Pat Ross, Bartonsville, re setting of H. Werkheiser's salary if appointment of Public Works director was not made.

Pocono Township Police Chief presented check for \$34,200.00 from Sanofi for the new K-9 Unit vehicle to replacement the existing one. He publicly acknowledged Sanofi for their generous donation.

Joe Folsom, Henryville, acknowledge Sanofi's contributions to the Pocono Township Fire Company.

F. Ruggiero, Tannersville, noted the light on the sign is out.

ADJOURNMENT: H. Bengel made a motion, seconded by F. Hess, to adjourn the meeting at 7:55 p.m. Roll call vote: H. Bengel, yes; H. Werkheiser, yes; and F. Hess, yes. Motion carried.