

BARRETT TOWNSHIP SUPERVISORS
MINUTES OF THE REORGANIZATION MEETING OF JANUARY 3, 2022

The Reorganization Meeting of the Barrett Township Board of Supervisors was held Monday, January 3, 2022 at the Barrett Township Municipal Building on Rte. 390 in Mountainhome, PA. The meeting was called to order at 9:00 a.m. by Chairman Pamela Gardsy.

Present: Pam Gardsy, Kelly Slinger, Patti O'Keefe, John Seese, Darryl Speicher, Solicitor Todd Weitzmann, Jeryl Rinehart and the public.

Solicitor Todd Weitzmann opened the floor to nominations for Chairman of the Board of Supervisors. John Seese made a motion to nominate Pam Gardsy, the motion was seconded by Kelly Slinger. As there were no other nominations for Chairman, the motion was carried and all Supervisors voted aye.

Solicitor Todd Weitzmann opened the floor to nominations for Vice-Chairman of the Board of Supervisors. Pam Gardsy made a motion to nominate Patti O'Keefe as Vice-Chairman of the Board of Supervisors. The motion was seconded by John Seese. As there were no other nominations for the office of Vice-Chairman, the motion carried and all Supervisors voted aye.

Solicitor Todd Weitzmann opened the floor to nominations for Secretary. Pam Gardsy made a motion to nominate Kelly Slinger as Secretary of the Board of Supervisors. The motion was seconded by John Seese. As there were no other nominations for the office of Secretary, the motion carried and all Supervisors voted aye.

Solicitor Todd Weitzmann opened the floor to nominations for Assistant Secretary. Darryl Speicher made a motion to nominate Patti O'Keefe as Assistant Secretary of the Board of Supervisors. The motion was seconded by Kelly Slinger. As there were no other nominations for the office of Assistant Secretary, the motion carried and all Supervisors voted aye.

John Seese made a motion to reappoint Pam Gardsy as the Executive Secretary/Treasurer at a rate of \$ 24.73 per hour. The motion was seconded by Patti O'Keefe and carried. Pam Gardsy abstained due to a conflict of interest. All other Supervisors voted aye.

Pam Gardsy made a motion to appoint Darryl Speicher to take over as Assistant Treasurer in the event that injury, serious illness, or death; prevent the Treasurer from performing his/her duties. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Darryl Speicher made a motion to reappoint John Seese as Road Superintendent. The motion was seconded by Kelly Slinger and carried. John Seese abstained due to a conflict of interest. All other Supervisors voted aye.

Darryl Speicher made a motion to reappoint John Seese as Roadmaster Foreman. The motion was seconded by Pam Gardsy and carried. John Seese abstained due to a conflict of interest. All other Supervisors voted aye.

John Seese made a motion to appoint Pam Gardsy as Alternate Roadmaster /Foreman. The motion was seconded Patti O'Keefe and carried. Pam Gardsy abstained due to a conflict of interest. All other Supervisors voted aye.

Pam Gardsy made a motion to reappoint John Seese Chief Administrative Officer of the Non-Uniform Pension Plan which is administered by Linsco Private Ledger and

Retirement Advantage. The motion was seconded by Kelly Slinger and carried. John Seese abstained due to a conflict of interest All other Supervisors voted aye.

Pam Gardsy made a motion to reappoint Deanna Schmoyer as Township Engineer at a rate of \$ 90.00 per hour. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Pam Gardsy made a motion to appoint Salvatore Caiazzo as Alternate Township Engineer. The motion was seconded by Darryl Speicher and carried. All Supervisors voted aye.

Pam Gardsy made a motion to appoint Judy Linder as Bookkeeper at a rate of \$ 925.00/month with additional work billed at \$ 60.00/hr. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Pam Gardsy made a motion to reappoint Jeryl Rinehart Township Sewage Enforcement Officer at the rate of \$ 25.73 per hour with 50% of the septic permit inspection fees and mileage for vehicle use that is set at the Internal Revenue Service mileage rate. The motion was seconded by Darryl Speicher and carried. John Seese abstained due to a conflict of interest. All other Supervisors voted aye.

Pam Gardsy made a motion to reappoint David Manter as Alternate Sewage Enforcement Officer when the S.E.O., has a conflict of interest or is absent at the part time rate of \$ 25.73 per hour for office time and \$ 35.00 for inspections performed and mileage for vehicle use that is set at the Internal Revenue Service mileage rate. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Pam Gardsy made a motion to reappoint Jeryl Rinehart as Township Zoning Officer at the rate of \$ 25.73 per hour and mileage for vehicle use that is set at the Internal Revenue Service mileage rate. The motion was seconded by Kelly Slinger and carried. John Seese abstained due to a conflict of interest. All other Supervisors voted aye.

Pam Gardsy made a motion to reappoint David Manter as the Assistant Zoning Officer at the rate of \$ 45.00 per hour when the Zoning Officer has a conflict of interest or is absent. The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

Pam Gardsy made a motion to reappoint Manter Inspection Company as the Building Code Enforcement Officer. The motion was seconded by Darryl Speicher and carried. All Supervisors vote aye.

Pam Gardsy made a motion to reappoint Jeryl Rinehart as the Recording Secretary to the Barrett Township Supervisors and Planning Commission. Meeting pay will be \$35.00 per meeting for the year 2022. The motion was seconded by Kelly Slinger and carried. John Seese abstained due to a conflict of interest. All other Supervisors voted aye.

Patti O'Keefe made a motion to reappoint Pam Gardsy as the Right to Know Officer. The motion was seconded by Darryl Speicher and carried. All Supervisors voted aye.

Patti O'Keefe made a motion to reappoint Pam Gardsy at the Grant Writer. The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

Pam Gardsy made a motion to reappoint Rudy Haab as the Township Emergency Management Coordinator. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Pam Gardsy made a motion to reappoint Kyle Planer as the Township Assistant Emergency Management Coordinator. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Pam Gardsy made a motion to reappoint Andrew D. Price to the Vacancy Board. The motion was seconded by Darryl Speicher and carried. All Supervisors voted aye.

The Barrett Township Board of Auditors is listed as follows:

Karen Herring - term expires the first Monday of 2024

Nathan Covington – term expires the first Monday of 2026

Christine Macaluso – term expires the first Monday of 2028

Darryl Speicher made a motion to reappoint Patti O’Keefe to a 4-year term on the Barrett Township Planning Commission, which will expire December 31, 2026. The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

The Barrett Township Planning Commission members are as follows:

Brick Linder term expires December 31, 2022

William Pipolo, Jr. term expires December 31, 2023

Charles Fullington term expires December 31, 2024

Ralph Megliola term expires December 31, 2023

Pam Gardsy made a motion a motion to appoint Peter Pipolo as an alternate member to the Barrett Township Planning Commission. The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

Pam Gardsy made a motion appoint Loree Guthrie to a 3-year term on the Barrett Township Zoning Hearing Board, which will expire December 31, 2024. The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

The Barrett Township Zoning members are as follows:

Ralph Fish, Jr. term expires December 31, 2022

Richard L. Price term expires December 31, 2023

John Seese made a motion to reappoint Rick Scrudato as an Alternate Zoning Hearing Board member in the event of a conflict of interest of one of the regular members. The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

John Seese made a motion to reappoint Charlene Barry as the P.A.R.C. Representative for Barrett Township. The motion was seconded by Darryl Speicher and carried. All Supervisors voted aye.

The Environmental Advisory Council is as follows:

Darryl Speicher term expires January 1, 2023

Kathleen Sandt term expires January 1, 2023

Sally Duffly term expires January 1, 2023

Jennifer Mitterder term expires January 1, 2024

Patti O’Keefe term expires January 1, 2024

Pam Gardsy made a motion to reappoint the following Members to a 1-Year term ending December 31, 2022, to the U.C.C. Appeals Board:

David Price Samuel Prynda Vincent Piacente Chadd Gray Vacancy

The motion was seconded by John Seese and carried. All Supervisors voted aye.

Pam Gardsy made a motion to reappoint the following Members to a 1-Year term ending December 31, 2022, to the Property Maintenance Appeals Board:

David Price Samuel Prynda Vincent Piacente Chadd Gray Vacancy

The motion was seconded by John Seese and carried. All Supervisors voted aye.

Pam Gardsy made a motion to reappoint the following Members to a 1-year term ending December 31, 2022 to the Architectural Review Committee:

William Hopkins Karl Weiler Brick Linder

Annie Grill Fran Durst Jeff Rudder

Ralph Megliola

The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

Pam Gardsy made a motion to reappoint and appoint the following Members to a 1-year term ending December 31, 2022 to the High Acres Park Committee:

Angela Jones - Price Gloria Smith Sonia White Dina Rinehart Jeryl Rinehart

The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

John Seese made a motion to appoint or reappoint the following Supervisors to be in charge of the following departments:

Administrative Offices – Kelly Slinger

Police Department – John Seese

High Acres Park Committee – Pam Gardsy

Pocono Mts. Council of Governments representative – Patti O’Keefe

Library Board – Darryl Speicher

EAC – Patti O’Keefe

PMR Ambulance Board – Darryl Speicher

ARC – John Seese

PARC – Patti O’Keefe

Fire Company – Kelly Slinger

The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

John Seese made a motion to appoint the following Solicitors for 2022.

Board of Supervisors:

Todd Weitzmann, Esq. – Primary – Rate, \$ 1000.00 monthly retainer, \$ 195.00/hour

Timothy McManus, Esq. – Alternate – Rate, \$ 205.00/hour

Zoning Hearing Board:

James Fareri, Esq. – Primary, Rate - \$ 195.00/hour

Planning Commission:

Deborah Huffman, Esq. – Primary, Rate - \$ 195.00/hour

Todd Weitzmann, Esq. – Primary - \$ 195.00/hour

Timothy McManus, Esq. – Alternate - \$ 205.00/hour

Zoning Officer:

Timothy McManus, Esq. – Primary - \$ 205.00/hour

The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

Kelly Slinger made a motion to set the Supervisors regular meetings to the 2nd Wednesday of each month at 5:30 p.m. and the 4th Wednesday of each month at 8:00 a.m. and the Supervisors workshop meeting to the 3rd Wednesday of each month at 8:00 a.m. The motion was seconded by John Seese. Patti O'Keefe and Darryl Speicher voted nay. The motion carried with a vote of 3 to 2. All the other Supervisors voted aye.

Pam Gardsy made a motion to set the Tax Collector's salary at 4.5 % of all taxes collected. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Pam Gardsy made a motion to approve all mileage reimbursements for 2022 be paid at the current IRS rate. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Pam Gardsy made a motion that First Keystone Bank be made depositor for the General Fund, Open Space Fund, Fire Fund, American Rescue Plan Fund and the State Fund. The motion was seconded by Darryl Speicher and carried. All Supervisors voted aye.

Pam Gardsy made a motion that ESSA Bank be made depositor for Park and Recreation Fund, Road Machinery Fund, LST Fund, Library Fund and Ambulance Fund. The motion was seconded by John Seese and carried. All Supervisors voted aye.

John Seese made a motion to authorize the Executive Secretary/Treasurer and one other Supervisor to sign all checks. The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

Pam Gardsy made a motion to set policy that all bills shall be paid at a public meeting except for certain recurring payments such as: contracts, payroll, discount bills, insurance and interest payments. The motion was seconded by John Seese and carried. All Supervisors voted aye.

John Seese made a motion to authorize the Treasurer to issue a check in case of an item of immediate need to be secured by cash. The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

John Seese made a motion to authorize the Treasurer to spend up to \$ 1,500.00 per month with the approval of one other Supervisor. The motion was seconded by Darryl Speicher and carried. All Supervisors voted aye.

Pam Gardsy made a motion to recommend the Treasurer's Bond be set at \$750,000.00. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Pam Gardsy made a motion to authorize the Roadmaster/Superintendent to spend up to \$2,500.00 per month for emergency parts and supplies with the approval of another Supervisor. The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

Pam Gardsy made a motion to recommend the wages of the Roadmaster/Foreman be set at \$ 30.90 per hour for hours actually worked for the year 2022. The motion was seconded by Kelly Slinger and carried. John Seese abstained due to a conflict of interest. All other Supervisors voted aye.

John Seese made a motion to recommend the wages of the Alternate Roadmaster Foreman be set at \$ 30.90 per hour for hours actually worked, for the year 2022. The motion was seconded by Kelly Slinger and carried. Pam Gardsy abstained due to a conflict of interest. All other Supervisors voted aye.

Pam Gardsy made a motion to set the following wages for the Maintenance Department be approved based up to 2080 hours:

Roadmaster - \$ 30.90

Road Foreman - \$ 30.90

Equipment Operator with CDL – \$ 23.13 per hour (Hired before 6/2017)

Equipment Operator with CDL – \$ 22.68 per hour (Hired after 6/2017)

Truck Driver with CDL – \$ 20.15 per hour

Part time Truck Driver with CDL - \$ 20.15 per hour

Truck Driver Non CDL – \$ 19.56 per hour

Laborer - \$ 16.08 per hour

Temporary Laborer – \$ 16.08 per hour

Part time office - \$ 14.36

The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

Pam Gardsy made a motion that Township employees will be paid at time and one half of the hourly rate after 40 hours have actually been worked in accordance with the Fair Labor Standards Act. The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

Pam Gardsy made a motion to establish that paydays shall be on a biweekly schedule, with each pay period ending on Tuesday and paychecks being distributed the next day. The first pay period ending will be on Tuesday, January 11, 2022. The motion was seconded by Kelly Slinger and carried. All Supervisors voted aye.

Pam Gardsy made a motion that any advances in pay may be made in the event of an emergency after the approval of the Board of Supervisors. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Pam Gardsy made a motion that all full-time employees and full-time appointed positions will be paid for following holidays:

New Year's Day, Martin Luther King, Jr. Day, Presidents' Day, Good Friday, Memorial Day, Juneteenth, Fourth of July, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, ½ day Christmas Eve, Christmas Day and ½ day New Year's Eve.

The motion was seconded by Darryl Speicher and carried. All Supervisors voted aye.

Pam Gardsy made a motion that the Township will pay all group health insurance for full time employees hired prior to October 2017 and their families. Employees hired after October 2017,

can add a spouse or family member but must cover 40 % of the additional premium through payroll deduction; The Township will cover 60 % of the difference in premium. The Supervisors will pay for the individual employees' dental coverage. If the employee wishes to add a spouse or family member, the Township will pay a cap of \$ 60.00 toward the cost of the premium. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Pam Gardsy made a motion that all full-time employees and full-time appointed positions after completing one (1) year of service receive five (5) days paid vacation. After two (2) years of consecutive service, all full-time employees and full-time appointed positions will receive ten (10) days paid vacation. After completing five (5) years of consecutive service, all full time employees and full time appointed positions will receive fifteen (15) days of paid vacation. After completing fifteen (15) years of consecutive service, all full-time employees and full-time appointed positions will receive twenty (20) days of paid vacation. (terminated employees receive payment for unused vacation time on a pro-rata basis) The motion was seconded by John Seese and carried. All Supervisors voted aye.

Pam Gardsy made a motion that each full-time employee and full-time appointed position, after one (1) year of service will receive four (4) personal days and one additional personal day after each ten (10) years of consecutive service. Each full-time employee and full-time appointed position will receive three (3) hours of sick time per month for a total of thirty-six (36) hours for the year 2022. There will be reimbursement of unused sick time up to a maximum of one hundred (100) hours upon termination of employment, appointment or retirement. The motion was seconded by John Seese and carried. All Supervisors voted aye.

It should be noted a resolution was adopted by the Board of Supervisors on November 19, 1999, that the Barrett Township Board of Supervisors will pay medical insurance coverage for all full-time employees and their spouses upon their retirement as follows:

After completing 20 years of full time service – 50%

After completing 25 years of full time service – 100%

The medical insurance will be paid as stated above until Medicare takes over, at which time the Township will pay the co-insurance.

Pam Gardsy made a motion to appoint Kirk, Summa & Co. to do the 2021 Annual Audit. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Pam Gardsy made a motion to authorize the Administrative Offices, in accordance with the Municipal Records Manual, to dispose of the following public records: Bank Statements and Vouchers from 2013. The motion was seconded by John Seese and carried. All Supervisors voted aye.

As there was no further business, Pam Gardsy made a motion to recess the meeting at 9:33 a.m. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Respectfully Submitted,

