

BARRETT TOWNSHIP SUPERVISORS
REORGANIZATION MEETING
REGULAR MEETING AND
JANUARY 3, 2017

The Reorganization Meeting of the Barrett Township Board of Supervisors was held on Monday, January 3, 2017 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, Ralph Megliola.

Present: Ralph Megliola, Loree Guthrie, Benjie Labar, William Pipolo, Jr., John Seese, Solicitor Todd Weitzmann, Pam Gardsy, Jeryl Rinehart and the public.

Ralph Megliola made a motion to go into Executive Session to discuss personnel at 9:00 a.m. The motion was seconded by William Pipolo, Jr. and carried. All Supervisors voted aye.

Ralph Megliola made a motion to reconvene the meeting at 9:10 a.m. The motion was seconded by William Pipolo, Jr. and carried. All Supervisors voted aye.

Solicitor Todd Weitzmann opened the floor to nominations for Chairman of the Board of Supervisors. John Seese nominated Ralph Megliola. As there were no other nominations for the office of Chairman, the nominations were closed.

John Seese made a motion to appoint Ralph Megliola as Chairman of the Board of Supervisors. The motion was seconded by Loree Guthrie and carried. Ralph Megliola abstained. All the other Supervisors voted aye.

Ralph Megliola became Chairman of the Board of Supervisors until such time as a successor is named.

Solicitor Todd Weitzmann opened the floor to nominations for Vice-Chairman of the Board of Supervisors. Ralph Megliola nominated Loree Guthrie as Vice-Chairman of the Board of Supervisors. As there were no other nominations for the office of Vice-Chairman, the nominations were closed.

Ralph Megliola made a motion to appoint Loree Guthrie as Vice-Chairman of the Board of Supervisors. The motion was seconded by John Seese and carried. Loree Guthrie abstained. All the other Supervisors voted aye.

Loree Guthrie became Vice-Chairman of the Board of Supervisors until such time as a successor is named.

Solicitor Todd Weitzmann opened the floor to nominations for Secretary. Ralph Megliola nominated William Pipolo, Jr. as Secretary of the Board of Supervisors. As there were no other nominations for the office of Secretary, the nominations were closed.

Ralph Megliola made a motion to appoint William Pipolo, Jr. for Secretary. The motion was seconded by Loree Guthrie and carried. William Pipolo, Jr. All the other Supervisors voted aye.

William Pipolo, Jr. became Secretary of the Board of Supervisors until such time as a successor is named.

Ralph Megliola made a motion to appoint Pam Gardsy as the Executive Secretary/Treasurer at a rate of \$ 20.36 per hour. The motion was seconded by William Pipolo, Jr. and carried. All Supervisors voted aye.

Ralph Megliola made a motion to appoint John Seese as Road Superintendent. The motion was seconded by William Pipolo, Jr. and carried. John Seese abstained. All other Supervisors voted aye.

Ralph Megliola made a motion to appoint John Seese as Roadmaster Foreman. The motion was seconded by Loree Guthrie and carried. John Seese abstained. All other Supervisors voted aye.

John Seese made a motion to appoint Ralph Megliola as alternate Roadmaster Foreman. The motion was seconded William Pipolo, Jr. and carried. Ralph Megliola abstained. All other Supervisors voted aye.

Ralph Megliola made a motion to keep the Supervisors meeting 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 there will not be a meeting on Wednesday, January 11, 2017 at 5:30 p.m. because of having the meeting today. The motion was seconded by John Seese and carried. Ralph Megliola made a motion to keep the workshop meeting to the 3rd Wednesday of each month at 8:00 a.m. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Ralph Megliola made a motion to appoint Boucher & James, Inc., as Township Engineer. The motion was seconded by Loree Guthrie and carried. All Supervisors voted aye.

Ralph Megliola made a motion to appoint Todd Weitzmann of Weitzmann, Weitzmann and Huffman as the Township Solicitor on a retainer of \$ 1,000.00 monthly as per the fee agreement of 2017. The motion was seconded by Loree Guthrie and carried. All Supervisors voted aye.

Ralph Megliola made a motion to appoint Timothy McManus of Cramer, Swetz, McManus & Jordan, P.C. as Alternate and Zoning Solicitor at a rate of \$ 195.00 per hour for 2017. The motion was seconded by William Pipolo, Jr. and carried. All Supervisors voted aye.

Ralph Megliola 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.

Ralph Megliola made a motion that First Keystone Bank be made depositor for the General Fund, the Open Space Fund and the State Fund. The motion was seconded by William Pipolo, Jr. and carried. All Supervisors voted aye.

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

Ralph Megliola made a motion that the Executive Secretary/Treasurer and one other Supervisor sign all checks. The motion was seconded by William Pipolo, Jr. and carried. All Supervisors voted aye.

Ralph Megliola made a motion that William Pipolo, Jr. will take over as 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.

The Treasurer is not to pay any bill not approved at a bill paying meeting except contracts, payroll, discount bills, insurance and interest payments. The Treasurer can write a check in case of an item of immediate need to be secured by cash. The Treasurer is allowed to spend up to \$1,500.00 per month with the approval of one other Supervisor. Ralph Megliola made a motion to recommend the Treasurer's Bond be set at \$750,000.00. The motion was seconded by William Pipolo, Jr. and carried. All Supervisors voted aye.

Ralph Megliola made a motion that the recommended wages of the Supervisors be set at \$ 19.38 per hour for hours actually worked for the year 2017. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Ralph Megliola made a motion that the recommended wages of the Roadmaster/Foreman be set at \$ 23.15 per hour for hours actually worked for the year 2017. The motion was seconded by William Pipolo, Jr. and carried. John Seese abstained. All other Supervisors voted aye.

John Seese made a motion that the recommended wages of the Alternate Roadmaster Foreman be set at \$ 23.15 per hour for hours actually worked, for the year 2017. The motion was seconded by Loree Guthrie and carried. Ralph Megliola abstained. All other Supervisors voted aye.

Ralph Megliola made a motion that the following wages for the Maintenance Department be approved based up to 2080 hours:

Road Foreman - \$ 23.15
Equipment Operator with CDL – \$ 20.55 per hour
Equipment Operator - \$ 17.38
Truck Driver with CDL – \$ 17.90
Truck Driver – \$ 17.38 per hour
Laborer – \$ 14.28 per hour
Temporary Laborer - \$ 14.28 per hour

The motion was seconded by William Pipolo, Jr. and carried. All Supervisors voted aye.

Ralph Megliola made a motion that overtime for the 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 William Pipolo, Jr. and carried. All Supervisors voted aye.

Ralph Megliola made a motion that the Roadmaster/Superintendent be authorized 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 Loree Guthrie and carried. All Supervisors voted aye.

Ralph Megliola made a motion to replace R.J. Hall with Markley Actuarial and replace AXA Equitable with Linsco Private Ledger. The motion was seconded John Seese and carried. All Supervisors voted aye.

It shall be noted that Ralph Megliola, Chairman of the Supervisors, be the Chief Administrative Officer of the Non-Uniform Pension Plan which is administered by Linsco Private Ledger and M.A. Markley Actuarial.

Ralph Megliola made a motion to appoint Jeryl Rinehart as the Corresponding Secretary to the Barrett Township Supervisors at the rate of \$ 22.84 per hour. Meeting pay will be \$35.00 per meeting for the year 2017. The motion was seconded by William Pipolo, Jr. and carried. John Seese abstained. All other Supervisors voted aye.

Ralph Megliola made a motion to appoint Jeryl Rinehart as the Township's Zoning Officer at the rate of \$ 22.84 per hour and mileage for vehicle use that is set as the Internal Revenue mileage rate. The motion was seconded by William Pipolo, Jr. and carried. John Seese abstained. All other Supervisors voted aye.

Ralph Megliola` made a motion to appoint Shawn McGlynn as the Assistant Zoning Officer at the rate of \$ 65.00 per hour when the Zoning Officer has a conflict of interest or is absent. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Ralph Megliola made a motion to appoint Jeryl Rinehart as the Township's Sewage Enforcement Officer at the rate of \$ 22.84 per hour with 50% of the inspection fees and mileage for vehicle use that is set as the Internal Revenue mileage rate. The motion was seconded by William Pipolo, Jr. and carried. John Seese abstained. All other Supervisors voted aye.

Ralph Megliola made a motion to appoint David Manter as Alternate Sewage Enforcement Officer in the event the S.E.O. can't perform his/her duties, at the part time rate of \$ 22.84 per hour for office time, \$35.00 for inspections performed and mileage for vehicle use that is set as the Internal Revenue mileage rate. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Ralph Megliola made a motion to adopt Resolution No. 010317A, the Barrett Township Fee Schedule. The motion was seconded by Benjie Labar and carried. All Supervisors voted aye.

Ralph Megliola made a motion that paydays will be on a biweekly schedule. The first pay period ending will be on Tuesday, January 3, 2017 with each pay ending every other Tuesday thereafter. Paychecks will be issued on the following Wednesday following the pay ending. Overtime will be paid after 40 hours of regular time has been actually worked. Any advances in pay may be made in the event of an emergency. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Ralph Megliola made a motion that the Supervisors pay all group hospitalization insurance for all full time employees. The Supervisors will pay for the individual employees' dental coverage and for any family members, the Township will pay a cap of \$ 60.00 for the United Concordia Dental Plan, the balance will be paid by the employee and deducted from the employees' pay. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Ralph Megliola made a motion that all full time employees and full time appointed positions after completing one year of service receive five (5) days paid vacation. After two years of service all full time employees and full time appointed positions will receive ten days paid vacation. After completing five years of service, all full time employees and full time appointed positions will receive 15 days of paid vacation. After completing fifteen years of service, all full time employees and full time appointed positions will receive 20 days of paid vacation. The motion was seconded by Loree Guthrie and carried. All Supervisors voted aye.

Ralph Megliola made a motion that if termination of employment occurs; unused vacation time will be paid on a pro-rata basis. Full time employees and full time appointed positions will be paid for ten holidays per year: New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Fourth of July, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Christmas Day and one holiday of the employee's choice. The motion was seconded by Loree Guthrie and carried. All Supervisors voted aye.

Ralph Megliola made a motion that each full time employee and full time appointed position, after one year of service will receive (4) personal days and one additional personal day after each ten years of service. Sick Days: Each full time employee and full time appointed position will receive three hours of sick time per month for a total of 36 hours for the year 2017. Any unused sick time will be carried over to the following year. There will be reimbursement of unused sick time up to a maximum of 500 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.

Ralph Megliola made a motion to appoint Andrew D. Price to the Vacancy Board. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Ralph Megliola made a motion to table the appointment of the Township's Emergency Management Coordinator and Assistant Emergency Management Coordinator. The motion was seconded John Seese and carried. All Supervisors voted aye.

The Barrett Township Board of Auditors is listed as follows:
Christine Macaluso – term expires the first Monday of 2022
May Labar - term expires the first Monday of 2018
Michelle Sisak – term expires the first Monday of 2020

Ralph Megliola made a motion to approve the following Committee and Board appointments:

In charge of Planning & Zoning – William Pipolo, Jr.

In charge of Police Dept. – Ralph Megliola

In charge of High Acres Park Committee – John Seese

Pocono Mts. Council of Governments representative – John Seese

Library Board – Loree Guthrie

Open Space Committee/Regional Open Space – William Pipolo, Jr.

EAC – William Pipolo, Jr.

PMR Ambulance Board – Benjie Labar

ARC – Ralph Megliola

PARC- Benjie Labar

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

The Barrett Township Planning Commission members are as follows:

Benjie Labar term expires December 31, 2020

Charles Fullington term expires December 31, 2019

William Pipolo, Jr. term expires December 31, 2018

Brick Linder term expires December 31, 2017

Patti O'Keefe term expires December 31, 2016

Ralph Megliola made a motion to re-appoint Patti O'Keefe to a term on the Barrett Township Planning Commission, which will expire December 31, 2021. The motion was seconded by Loree Guthrie and carried. All Supervisors voted aye.

Ralph Megliola made a motion to appoint Jeryl Rinehart as the Recording Secretary to the Barrett Township Planning Commission at \$35.00 per meeting. The motion was seconded by William Pipolo, Jr. and carried. John Seese abstained. All other Supervisors voted aye.

Ralph Megliola made a motion to appoint Todd Weitzmann of Weitzmann, Weitzmann & Huffman as Solicitor to the Barrett Township Planning Commission at a retainer of \$ 195.00 per hour for the year 2017. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Ralph Megliola made a motion to appoint Timothy McManus of Cramer, Swetz, McManus & Jordan, P.C. as Alternate Solicitor to the Barrett Township Planning Commission at a rate of \$ 195.00 per hour for 2017 (in the event of a conflict of interest for the Township solicitor). The motion was seconded by Benjie Labar and carried. All Supervisors voted aye.

The following persons are members of the Barrett Township Zoning Hearing Board:

Jill Shoemith term expires December 31, 2018

Richard L. Price Jr. term expires December 31, 2017

Ralph E. Fish, Jr. term expires December 31, 2016

Ralph Megliola made a motion to re-appoint Ralph Fish, Jr. to a term on the Barrett Township Zoning Hearing Board, which will expire December 31, 2019. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Ralph Megliola made a motion to appoint 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 William Pipolo, Jr. and carried. All Supervisors voted aye.

Ralph Megliola made a motion to appoint Alan Price Young as Solicitor to the Zoning Hearing Board at a rate of \$ 205.00 per hour for the year of 2017. The motion was seconded by Loree Guthrie and carried. All Supervisors voted aye.

It was noted that an Environmental Advisory Council was formed and the following persons were appointed:

William Pipolo, Jr.	term expires	January 1, 2019
Patti O'Keefe	term expires	January 1, 2019
Darryl Speicher	term expires	January 1, 2017
Dale Price	term expires	January 1, 2017
Paul Tetor	term expires	January 1, 2017

Ralph Megliola made a motion to re-appoint Darryl Speicher and Dale Price to the Environmental Advisory Council, their terms to expire January 1, 2020. The motion was seconded by William Pipolo, Jr. and carried. All Supervisors voted aye.

It was noted that Paul Tetor has resigned from the Environmental Advisory Committee. It was noted that Sally Duffy submitted a letter of interest and consideration to be on the Environmental Advisory Board.

Ralph Megliola made a motion to appoint Sally Duffy to the Environmental Advisory Committee; the term will expire on January 1, 2020. The motion was seconded by Benjie Labar and carried. All Supervisors voted aye.

It should be noted that the High Acres Park committee members are as follows:

Priscilla Kice Susan Seese Cheri Jones Gloria Smith Sonia White

It should be noted that the U.C.C. Appeals Board are as follows:

David Price Samuel Prynda Vincent Piacente Chadd Gray Vacancy

It should be noted that the Property Maintenance Appeals Board are as follows:

David Price Samuel Prynda Vincent Piacente Chadd Gray Vacancy

It should be noted that the Architectural Review Committee Members are as follows:

William Hopkins Karl Weiler Brick Linder Annie Grill Fran Durst Karen Tetor

It should be noted that the Halloween Parade Committee Members are as follows:

Betty Oppelt (Chairman) Martin Price (Treasurer) Mary Price (Secretary) Clifford Oppelt
Dale Price Michael Mignat Cheri Jones Peter Pipolo

Ralph Megliola made a motion to table the appointment of the Open Space Committee Members. The motion was seconded by John Seese and carried. All Supervisors voted aye.

Ralph Megliola made a motion to appoint Charlene Barry as the P.A.R.C. Representative for Barrett Township. The motion was seconded by Benjie Labar and carried. All Supervisors voted aye.

Ralph Megliola made a motion to close the Reorganization Meeting at 9:45 a.m. The motion was seconded by William Pipolo, Jr. and carried. All Supervisors voted aye.