**KIDDER TOWNSHIP BOARD OF SUPERVISORS**

**REORGANIZATION MEETING**

**TUESDAY JANUARY 3, 2023 – 4:30 P.M.**

**PLEDGE OF ALLEGIANCE**

**Chairman** Raymond Gluck appoints Wilson Klotzman as temporary Chairperson to open nominations for Chairperson of the Kidder Township Board of Supervisors for the year of 2023.

Temporary Chairperson Wilson Klotzman asks for nominations for Chairperson. Mr. Torres nominates Raymond Gluck **FOR CHAIRPERSON**, seconded by Mr. Klotzman, Temporary Chairperson asks for any other nominations. No other nominations are made and the nominations are closed. The temporary chairperson calls for a vote, 5 yes, 0 no. Motion carried.

**MR. RAYMOND GLUCK WILL SERVE AS CHAIRPERSON FOR 2023.**

**Chairman Raymond Gluck** greeted everyone, thanked them for attending. Kidder Township Board of Supervisors; Raymond Gluck, Wilson Klotzman, Bruce Berger, Louis Pantages, Noel Torres, Manager Suzanne Brooks, Secretary Tammy McMahon were present.

Chairperson asks for nominations for a Board Member to serve as Vice Chairperson. Mr. Torres nominates **WILSON KLOTZMAN** **FOR VICE-CHAIRPERSON.** Seconded by Mr. Gluck. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for nominations for a Board Member to serve as Police Chairperson. Mr. Gluck nominates **WILSON KLOTZMAN** **FOR POLICE CHAIRPERSON**. Seconded by Mr. Torres. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for nominations for a Board Member to serve as Roadmaster. Mr. Torres

nominates **BRUCE BERGER** **FOR ROADMASTER**, **MR. BERGER DECLINED**. Chairperson asks for another nomination for a Board Member to serve as Roadmaster. Mr. Klotzman nominates **NOEL TORRES** **FOR ROADMASTER.** Seconded by Mr. Pantages**.** Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to recommend that the auditors set the salary of the Roadmaster at

$10.00 hourly. Motion made by Mr. Gluck **TO SET THE SALARY FOR ROADMASTER**

**AT $10.00 PER HOUR.** Seconded by Mr. Pantages. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to appoint Ms. Tammy McMahon as Treasurer. Motion made by

Mr. Torres to **APPOINT TAMMY McMAHON AS TREASURER.** Seconded by Mr. Klotzman. Call for vote 5 yes 0 no. Motion carried.

Chairperson asks for motion to recommend the auditor set the Treasurer’s Bond at $200,000.00.

Motion made by Mr. Gluck **TO RECOMMEND THE AUDITORS SET THE TREASURER’S BOND AT $200,000.00.** Seconded by Mr. Pantages. Call for vote 5 yes 0 no. Motion carried.

Chairperson asks for a motion to appoint Ms. Tammy McMahon as Kidder Township Secretary. Motion made by Mr. Torres to **APPOINT TAMMY McMAHON AS KIDDER TOWNSHIP SECRETARY**. Seconded by Mr. Pantages. Call for vote 5 yes 0 no. Motion carried.

Chairperson asks for a motion to appoint Ms. Suzanne Brooks as Assistant Secretary/Treasurer. Motion made by Mr. Torres to **APPOINT SUZANNE BROOKS** **AS ASSISTANT SECRETARY/TREASURER**. Seconded by Mr. Pantages. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to recommend the auditors set the Assistant Secretary/Treasurer’s

Bond at $200,000.00. Motion made by Mr. Gluck **TO RECOMMEND THE AUDITORS SET THE ASSISTANT SECRETARY TREASURER’S BOND AT $200,000.00.** Seconded by Mr. Pantages. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a nomination to appoint a Chairperson to the Vacancy Board. Motion made by Mr. Klotzman **TO APPOINT MR. RALPH LENNON** **AS CHAIRPERSON OF THE VACANCY BOARD.** Seconded by Mr. Torres. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to appoint Legal Counsel for the Board of Supervisors. Motion made by Mr. Gluck **TO APPOINT ROBERT YURCHAK WITH AN ANNUAL RETAINER OF $6,000.00 AND HOURLY RATES FOR OTHER LEGAL SERVICES AT $95.00 HOURLY.** Seconded by Mr. Pantages. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to appoint a Construction Code Official. Motion made by Mr. Gluck **TO APPOINT STEVE MCLAUGHLIN of BUILDING INSPECTION UNDERWRITERS OF PA, INC. AS KIDDER TOWNSHIP CONSTRUCTION CODE OFFICIAL FOR 2023.** Seconded by Mr. Pantages. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to appoint a Sewage Enforcement Officer (SEO). Motion made by Mr. Gluck **TO APPOINT ROBERT FUGATE AS SEWAGE ENFORCEMENT OFFICER FOR THE YEAR OF 2023, AT THE NEGOTIATED RATE.** Seconded by Mr. Torres. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to appoint an alternate Sewage Enforcement Officer (SEO). Motion made by Mr. Gluck **TO APPOINT WILLIAM BRIOR AS ALTERNATE SEWAGE ENFORCEMENT OFFICER FOR THE YEAR OF 2023, AT THE NEGOTIATED RATE.** Seconded by Mr. Pantages. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to appoint Township Engineer and Planning Commission Engineer. Motion made by Mr. Gluck **TO APPOINT ARRO ENGINEERING AND ENVIRONMENTAL CONSULTANTS.** Seconded by Mr. Klotzman. Call for vote 3 yes, 2 no. Motion carried. Mr. Berger & Mr. Pantages voting “NO”.

Chairperson asks for a motion to appoint Township Right-to-Know Officer. Motion made by Mr. Pantages **TO APPOINT TAMMY McMAHON** as Township Right-to-Know Officer. Seconded by Mr. Klotzman. Call for vote 5 yes, 0 no.

Chairperson asks for a motion to appoint Alternate Township Right-to-Know Officer. Motion made by Mr. Pantages TO **APPOINT SUZANNE BROOKS** as Alternate Township Right-to-Know Officer. Seconded by Mr. Klotzman. Call for vote 4 yes, 0 no.

**PLANNING AND ZONING:**

Chairperson asks for a motion to appoint Legal Counsel for the Planning Commission.

Motion made by Mr. Gluck **TO APPOINT ROBERT YURCHAK WITH AN ANNUAL RETAINER OF $3,000.00 AND HOURLY RATES FOR OTHER LEGAL SERVICES AT $95.00 HOURLY.** Seconded by Mr. Pantages Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a nomination to appoint Kidder Township Planning Administrator. Motion made by Mr. Gluck **TO APPOINT CINDY NORATO AS KIDDER TOWNSHIP PLANNING ADMINISTRATOR.** Seconded by Mr. Klotzman. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to appoint one individual to the Planning Commission. Mr. James Boyle’s term expired on December 31, 2022 and is to be filled by a four-year term expiring December 31, 2026. Motion made by Mr. Berger **TO RE-APPOINT MR. JAMES BOYLE TO A FOUR-YEAR TERM ON THE PLANNING COMMISSION EXPIRING DECEMBER 31, 2026.** Seconded by Mr. Klotzman. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to set the rate for Legal Counsel to the Zoning Hearing Board at an hourly rate of $75.00. Motion made by Mr. Gluck **TO SET THE RATE FOR LEGAL COUNSEL TO THE ZONING HEARING BOARD AT AN HOURLY RATE OF $75.00 FOR 2023.** Seconded by Mr. Torres. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to appoint a Board Member as Liaison to the Zoning Hearing Board. Motion made by Mr. Torres **TO APPOINT MR. LOUIS PANTAGES** **AS LIAISON TO THE ZONING HEARING BOARD FOR 2023**. Seconded by Mr. Klotzman. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to appoint **MS. CINDY NORATO** as Kidder Township Zoning Officer for 2023. Motion made by Mr. Gluck **TO APPOINT MS. CINDY NORATO AS KIDDER TOWNSHIP ZONING OFFICER FOR 2023**. Seconded by Mr. Torres. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to appoint **MS. CHRISTINE LINDSEY** as Secretary to the Zoning Hearing Board. Motion made by Mr. Gluck **TO RE-APPOINT MS. CHRISTINE LINDSEY AS SECRETARY TO THE ZONING HEARING BOARD FOR 2023, duties to include notifying all required parties to the hearing, assemble and distribute applications,**

**attend all Zoning Hearing Board Meetings, prepare a report of the meeting and distribute that report to the Board of Supervisors.** Seconded by Mr. Pantages. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to appoint one individual to the Zoning Hearing Board. Mr. William Behret’s term expired on December 31, 2022 and is to be filled by a four-year term expiring December 31, 2026. Motion made by Mr. Pantages **TO RE-APPOINT MR. WILLIAM BEHRET TO A FOUR-YEAR TERM ON THE PLANNING COMMISSION EXPIRING DECEMBER 31, 2026.** Seconded by Mr. Klotzman. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to set the salary of the Planning Commission Members and the Zoning Hearing Board Members and the Administration at $35.00 per meeting for 2023. Motion made by Mr. Gluck **TO SET THE SALARY OF THE PLANNING COMMISSION AND THE ZONING HEARING BOARD MEMBERS AND THE ADMINISTRATION AT $35.00 PER MEETING FOR 2023.** Seconded by Mr. Klotzman. Call for vote 5 yes, 0 no. Motion carried.

**ENVIRONMENTAL ADVISORY COUNCIL:**

Chairperson asks for a motion to appoint a board member to serve as Liaison to the Environmental Advisory Council. **NO Motion made**.

Chairperson asks for a motion to appoint one individual to the Environmental Advisory Council. Mr. Ed O’Melia’s term expired on December 31, 2022 and is to be filled by a four-year term expiring on December 31, 2026. Motion made by Mr. Gluck **TO RE-APPOINT MR. ED O’MELIA TO A FOUR-YEAR TERM ON THE ENVIRONMENTAL ADVISORY COUNCIL** **EXPIRING DECEMBER 31, 2026**. Seconded by Mr. Pantages. Call for vote 5 yes, 0 no. Motion carried.

**VOTING DELEGATES:**

Chairperson asks for a motion to certify **ALL BOARD MEMBERS** as delegates to the State Association of Township Supervisors Annual Convention for 2023. Motion made by Mr. Gluck **TO CERTIFY ALL BOARD MEMBERS AS DELEGATES TO THE STATE ASSOCIATION OF TOWNSHIP SUPERVISORS ANNUAL CONVENTION FOR 2023.** Seconded by Mr. Torres. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to appoint one individual to serve as voting delegate for the State Association of Township Supervisors Annual Convention for 2023. Motion made by Mr. Torres **TO APPOINT MS. SUZANNE BROOKS AS VOTING DELEGATE FOR THE STATE ASSOCIATION OF TOWNSHIP SUPERVISORS ANNUAL CONVENTION FOR 2023.** Seconded by Mr. Klotzman. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to appoint one individual to serve as alternate voting delegate for the State Association of Township Supervisors Annual Convention for 2023. Motion made by Mr. Pantages **TO APPOINT MR. NOEL TORRES AS THE ALTERNATE VOTING DELEGATE FOR THE STATE ASSOCIATION OF TOWNSHIP SUPERVISORS ANNUAL CONVENTION FOR 2023.** Seconded by Mr. Klotzman. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for motion to appoint Ms. Suzanne Brooks as the voting delegate for the Carbon County Tax Collection Committee for 2023. Motion made by Mr. Gluck **TO APPOINT** **MS. SUZANNE BROOKS** **AS THE VOTING DELEGATE FOR THE CARBON COUNTY TAX COLLECTION COMMITTEE FOR 2023.** Seconded by Mr. Klotzman. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for motion to appoint Ms. Tammy McMahon as the alternate voting delegate for the Carbon County Tax Collection Committee for 2023. Motion made by Mr. Klotzman **TO APPOINT** **MS. TAMMY MCMAHON** **AS THE ALTERNATE VOTING DELEGATE FOR THE CARBON COUNTY TAX COLLECTION COMMITTEE FOR 2023.** Seconded by Mr. Pantages. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for motion to appoint a voting delegate for the Carbon County Council of Governments for 2023. NO Motion made.

Chairperson asks for motion to appoint an alternate voting delegate for the Carbon County Council of Governments for 2023. NO Motion made.

**ELECTED AUDITORS:**

**Ms. Mary Farnschlader is an Elected Auditor which will expire on December 31, 2027**

**Mr. Barry Snitzer is an Elected Auditor which will expire on December 31, 2024.**

**Mr. Roy Lamberson is an Elected Auditor which will expire on December 31, 2023.**

**OTHER APPOINTMENTS:**

Chairperson asks for a motion to designate the banking facilities to be used as a depository of Township Funds. Motion made by Mr. Pantages to designate **MAUCH CHUNK TRUST COMPANY AS A DEPOSITORY OF TOWNSHIP FUNDS**. Seconded by Mr. Gluck. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to recommend that the auditors set the mileage rate for reimbursement of expenses as established by the Internal Revenue Service. Motion made by Mr. Gluck **TO RECOMMEND THE AUDITORS SET THE MILEAGE RATE FOR REIMBURSEMENT OF EXPENSES AS ESTABLISHED BY THE INTERNAL REVENUE SERVICE.** Seconded by Mr. Pantages. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to appoint Berkheimer Associates for the collection of all applicable Local Enabling Taxes. Motion made by Mr. Gluck **TO APPOINT BERKHEIMER ASSOCIATES FOR THE COLLECTION OF ALL APPLICABLE LOCAL ENABLING TAXES IN KIDDER TOWNSHIP.** Seconded by Mr. Torres. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to appoint Ms. Suzanne Brooks as Chief Administrative Officer for the Kidder Township Police and Non-Police Pension Funds. Motion made by Mr. Gluck **TO APPOINT** **MS. SUZANNE BROOKS** **AS THE CHIEF ADMINISTRATIVE OFFICER FOR THE KIDDER TOWNSHIP POLICE AND NON-POLICE PENSION FUNDS.** Seconded by Mr. Klotzman. Call for vote 5 yes, 0 no. Motion carried.

Chairperson asks for a motion to set the fourth Tuesday of each month, starting at 6:30 p.m. as the meeting dates of the Board of Supervisors. Mr. Gluck made a motion **TO SET THE FOURTH TUESDAY OF EACH MONTH, STARTING AT 6:30 P.M. AS THE MEETING DATE FOR THE BOARD OF SUPERVISORS**. Seconded by Mr. Pantages. Call for vote 5 yes, 0 no. Motion carried.

There being no further business, Chairman Gluck adjourned at the meeting 4:52 P.M.

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Tammy McMahon

Kidder Township, Secretary