

It being the date of the Organization Meeting of the Dingman Township Board of Supervisors, County of Pike, Commonwealth of Pennsylvania, for the year of 2021, the following members met at 11:00 am, at the Dingman Township Municipal Building: Supervisors Mincer, Nikles and Balu; Secretary/Treasurer Karen Kleist; Chris Wood; and a member of the press were present. .

**BOARD OF SUPERVISORS:**

MOTION was made by THOMAS MINCER, seconded by THEO BALU, and unanimously carried that ED NIKLES be **CHAIRMAN PRO-TEM**. ED NIKLES made a motion nominating THOMAS MINCER as **CHAIRMAN** of the Board of Supervisors. MOTION was seconded by THEO BALU and carried. There being only one nominee, a ballot was cast and THOMAS MINCER was declared elected **CHAIRMAN** for the Year 2022.

THOMAS MINCER made a MOTION to nominate ED NIKLES for **VICE-CHAIRMAN**. THEO BALU seconded, motion carried. There being only one nominee, a ballot was cast and ED NIKLES was declared elected **VICE-CHAIRMAN** for the Year 2022.

MOTION was made by THOMAS MINCER seconded by THEO BALU and unanimously carried that the Board of Supervisors **REGULAR MEETINGS** beginning in February 2022 be held in the TOWNSHIP BUILDING on the **FIRST AND THIRD TUESDAYS of EACH MONTH at 7:00 P.M.** for the balance of 2022.

MOTION was made by THOMAS MINCER seconded by THEO BALU and unanimously carried that due to the fact that the Organization Meeting for 2022 is held three (3) days into the New Year, **all positions are declared valid and retroactive to January 1, 2022.**

**SECRETARY / TREASURER:**

MOTION was made by THOMAS MINCER seconded by ED NIKLES and unanimously carried to appoint **Karen Kleist** as **Secretary/Treasurer** for the Year of 2022; and that the **Treasurer's Bond** be set at **five million dollars (\$5,000,000.00)** for the Year 2022.

**ACCOUNTANT:**

MOTION was made by THOMAS MINCER seconded by ED NIKLES and unanimously carried to re-appoint **Kirk, Summa & Company** as the Certified Public Accountant to conduct the FY 2021 Audit at the rate set forth in the Letter of Engagement previously received and approved hereunder by Resolution No. 2022-01.

**DEPOSITORIES:**

MOTION was made by ED NIKLES seconded by THEO BALU and unanimously carried that **NBT Bank, PLGIT, and ESSA Bank** be approved security as the Depositor for all Township funds with the understanding that anytime throughout the year that another depositor yields higher rates, the Township may include the Institution as depositor for the Township funds.

**TOWNSHIP SOLICITOR:**

MOTION was made by ED NIKLES seconded by THEO BALU and unanimously carried that **JOHN H. KLEMEYER, Esq.** be appointed as **Township Solicitor** for the Year 2022, at the rate of \$175.00 per hour, with reimbursement for travel time made only for matters of litigation; and that **ANTHONY MAGNOTTA, Esq.** be

appointed as the **Alternate Township Solicitor** for the Year 2022, at the rate of \$150.00 per hour, with reimbursement for travel time made only for matters of litigation.

**TOWNSHIP ENGINEERS:**

MOTION was made by THEO BALU seconded by ED NIKLES and unanimously carried that the firm of **MCGOEY, HAUSER & EDSALL** be appointed as primary **Township Engineers** for the year 2022, at the rates set forth in their proposal dated November 3, 2021; and to appoint BOUCHER & JAMES as **Alternate Township Engineer** at the rates set forth in their proposal dated November 10, 2021.

**RECREATION CONSULTANTS**

MOTION was made by THEO BALU seconded by ED NIKLES and unanimously carried to appoint **THOMAS MCLANE & ASSOCIATES** as Township **Recreation/Parks Consultant** for the year 2022.

**NEWSPAPERS / MEDIA:**

MOTION was made by ED NIKLES seconded by THEO BALU and unanimously carried that the **PIKE COUNTY DISPATCH, THE TRI-COUNTY INDEPENDENT, AND THE POCONO RECORD** be the OFFICIAL NEWSPAPERS for advertising and news media for the Township for the Year 2022; to renew the subscriptions to the TOWNSHIP NEWS, for the year 2022 as follows: Board of Supervisors, Township Secretary, Planning Commission Chairman, Sewage Enforcement Officer, and Roadmaster; and to subscribe to the Pike County Dispatch for the year 2022.

**MILEAGE REIMBURSEMENT RATE**

MOTION was made by THEO BALU seconded by ED NIKLES and unanimously carried to set the rate of reimbursement for mileage at \$ .58 cents per mile for the Year 2022. Eligible mileage reimbursements include, but are not limited to travel to/from meetings for appointed Board members serving on a volunteer basis, travel to/from authorized seminars/workshops, and in conducting Township related business.

**ROADMASTER / ROAD DEPARTMENT:**

MOTION was made by ED NIKLES seconded by THEO BALU and unanimously carried that **SHANE WILLIAMS** be as **Roadmaster** for 2022; to appoint **DALE SNYDER** as full-time **Road Department Employee** for 2022 and **PASQUALE VENDITTI** as full-time **Road Department Employee** for 2022; and that all **On-Call Snow Plow Operators** wages for the year 2022 be set as follows: Non-CDL operators \$15.00 per hour and CDL Operators \$17.00 per hour. It was noted that overtime hours must comply with the Township's Overtime Policy. MOTION was made by THEO BALU, seconded by ED NIKLES, and unanimously carried to appoint **Shane Williams** as the Township representative to the PIKE COUNTY ROAD TASK FORCE

**BUILDING CODES ENFORCEMENT OFFICER**

MOTION was made by THEO BALU, seconded by ED NIKLES and unanimously carried to re-appoint **CODE INSPECTIONS, INC.** as **Building Code Official** for the year 2022, at the existing contracted rates.

**SEWAGE, ZONING, WELL & CODE ENFORCEMENT OFFICER:**

MOTION was made by ED NIKLES, seconded by THEO BALU, and unanimously carried to re-appoint **CHRIS WOOD** as **Sewage, Zoning, Well, and General Codes Enforcement Officer**, and other duties that may be assigned by the Board of Supervisors and/or the Township Secretary, for the Year 2022, with mileage reimbursement not to exceed \$6,750 annually.

**ALTERNATE CODE OFFICERS:**

MOTION was made by THEO BALU, seconded by ED NIKLES, and unanimously carried to re-appoint **RON TUSSEL** as **Alternate Sewage Enforcement Officer, Alternate Well Officer** and **Alternate Zoning Officer** for the year 2022, working on an as-needed basis at the rate of \$20.00 per hour plus mileage.

**SECRETARIAL STAFF**

MOTION was made by THEO BALU, seconded by ED NIKLES, and unanimously carried to re-appoint **SUSAN MIKULAK** and **BONNIE MULLINS** as full-time **Office Secretarial Staff** for the Year 2022.

**PARK STAFF**

MOTION was made by THEO BALU, seconded by ED NIKLES, and unanimously carried to re-appoint **PAUL BORK** and **MICHAEL D'ANTUONO** as seasonal part-time Park Maintenance employees for the year 2022.

**CIVIL DEFENSE & EMERGENCY MANAGEMENT:**

MOTION was made by ED NIKLES, seconded by THEO BALU, and unanimously carried to re-appoint **WILLIAM MIKULAK** as **Civil Defense & Emergency Management Coordinator** for the Year 2022.

**VACANCY BOARD:**

MOTION was made by THEO BALU, seconded by ED NIKLES, and unanimously carried to appoint **TERESA CRERAND** to the **Vacancy Board** for the Year 2022.

**PLANNING COMMISSION:**

MOTION was made by THEO BALU, seconded by ED NIKLES, and unanimously carried to make the following appointments to the **Planning Commission**: **JEANNE ZINGARO** to fill the unexpired term of Theo Balu, and **DAVID RUBY**, Term to expire 12/31/25; and **BONNIE MULLINS** as **Staff Secretary** to the **Planning Commission** for the year 2022.

**PARKS & RECREATION COMMISSION**

MOTION was made by ED NIKLES, seconded by THEO BALU, and unanimously carried to make the following reappointments to the **Parks & Recreation Commission**: **GEORGE KLEIST**, term to expire 12/31/24; and **VIRGINIA SHAMLIAN** as part-time Secretary/Events Coordinator for the year 2022.

**ZONING HEARING BOARD:**

MOTION was made by ED NIKLES, seconded by THEO BALU, and unanimously carried to make the following appointments to the Zoning Hearing Board: **WILLIAM FEDUN**, for a three year term under Resolution #2022-02; **BONNIE MULLINS**, as **Staff Secretary** to the **Zoning Hearing Board** for the year of 2022; and to appoint **JASON OHLIGER, Esq.** as **Solicitor** and **ANTHONY MAGNOTTA, Esq.** as **Alternate Solicitor** to the **Zoning Hearing Board**, at the rate of \$150.00 per hour with reimbursement for travel time made only for matters of litigation.

**DINGMAN TOWNSHIP BUILDING APPEALS BOARD:**

MOTION was made by ED NIKLES, seconded by THEO BALU, and unanimously carried to re-appoint **Jeff Muniz** to the **Building Appeals Board** for a term to expire **12/31/26**; to appoint **SUSAN MIKULAK** as the **Staff Secretary** to the **Building Appeals Board** for the year of 2021; and to appoint **JASON OHLIGER Esq.** as **Solicitor** and **ANTHONY MAGNOTTA, Esq.** as **Alternate Solicitor** to the **Building Appeals Board** at the rate of \$150.00 per hour with reimbursement for travel time made only for matters of litigation.

**NON-UNIFORM PENSION PLAN:**

MOTION was made by ED NIKLES, seconded by THEO BALU, and unanimously carried to appoint **Pennsylvania Municipal Retirement System** as Pension Advisor for the year 2022; to adopt **Resolution 2022-03** waiving the two (2) PERCENT EMPLOYEE CONTRIBUTION TO THE 2022 PENSION FUND; and that the sum of **\$28,188.00** be paid to Dingman Township Employees Pension Fund as the Township's contribution for the year 2022.

**LEGAL HOLIDAYS:**

MOTION was made by THEO BALU, seconded by ED NIKLES, and unanimously carried that the LEGAL HOLIDAYS shall be designated as follows for the Year of 2022:

President's Day	Monday, February 21
Good Friday	Friday, April 15
Memorial Day	Monday, May 30
Independence Day	Monday, July 4
Labor Day	Monday, September 5
Columbus Day	Monday, October 10
Veteran's Day	Thursday, November 11
Thanksgiving Holiday	Thursday, November 24 Friday, November 25
Christmas	Monday, December 26
New Years Day	Monday, January 2, 2023

**PUBLIC COMMENT PERIOD**

No public comment was received.

**EXECUTIVE SESSION**

The Board recessed to Executive Session at this time to discuss personnel matters.

**SALARIES**

Upon reconvening the regular meeting, MOTION was made by THEO BALU, seconded by ED NIKLES, and unanimously carried that the wages of all employees be increased to the 2022 rates outlined on the Wage Worksheet completed in Executive Session;

**AMBULANCE DISTRICTS**

The Ordinance affirming the change in the primary response districts for ambulance services has been advertised for the January 18, 2022 Meeting.

There being no further business MOTION was made by THEO BALU, seconded by THOMAS MINCER, and unanimously carried to adjourn the 2022 Organizational Meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer