



OFFICE HOURS: 8:00 a.m. - 4:00 p.m.
(570) 587-1520
FAX (570) 587-1674

NEWTON TOWNSHIP

AN AGRICULTURAL COMMUNITY

1528 Newton-Ransom Blvd.
Clarks Summit, PA 18411

Newton Township Board of Supervisors' Reorganization Meeting

January 3, 2012

Board Members in Attendance: Ron Koldjeski, Douglas Pallman and Kevin Carr

Board Guests in Attendance: Scot Haan, CEO; and Francine Miller, Secretary/Treasurer

Meeting Called to Order at 7:10PM with the Pledge of Allegiance after the swearing in of Kevin Carr by Judge Carmen Minora.

Koldjeski noted that the meeting had been duly advertised, and requested nominations for election of officers for 2012.

Pallman nominated Ronald Koldjeski as Chairman of the Board of Supervisors for 2012, 2nd by Carr. Motion voted, all in favor.

Koldjeski nominated Douglas Pallman as Vice-Chairman of the Board of Supervisors for 2012, 2nd by Carr. Motion voted, all in favor.

Pallman motioned to set the meeting time for the second Monday of the month at 7:30PM at the Municipal Building, 2nd by Carr. Motion voted, all in favor.

Pallman motioned to set the work session on the Wednesday prior to monthly meeting at 7:30PM at the Municipal Building, 2nd by Carr. Motion voted, all in favor.

Pallman motioned to set the office hours at Monday through Friday 8am to 4pm, 2nd by Carr. Motion voted, all in favor.

Koldjeski motioned to appoint Douglas Pallman as Road Master, 2nd Carr. Motion voted, all in favor.

Koldjeski motioned to appoint Kevin Carr as Assistant Road Master, 2nd Pallman. Motion voted, all in favor.

Pallman motioned to appoint Ron Koldjeski as Police Liaison, 2nd Carr. Motion voted, all in favor.



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Koldjeski motioned to appoint John J. Stemphoski as Emergency Management Coordinator, 2nd by Pallman. Motion voted, all in favor.

Koldjeski motioned to appoint Ron Krafjack as Vacancy Board Chairperson, 2nd by Pallman. Motion voted, all in favor.

Koldjeski motioned to appoint Francine Miller as Secretary/Treasurer at an hourly rate of \$14.65 which includes a 1% increase, 2nd by Pallman. Motion voted, all in favor.

Koldjeski motioned to appoint Richard C. Thompson, Jr. as Foreman at an hourly rate of \$19.48 which includes a 1% increase, 2nd by Pallman. Motion voted, all in favor.

Pallman motioned to appoint Christopher Summerhill as Laborer at an hourly rate of \$16.56 which includes a 2% increase, 2nd by Carr. Motion voted, all in favor.

Koldjeski motioned to appoint Robert Reese as Police Chief at an hourly rate of \$23.97 which includes a 3% increase as per contract, 2nd by Pallman. Motion voted, all in favor.

Koldjeski motioned to appoint Joan Scandale as Wage Tax Collector at the rate of 3 ½ % of collected taxes and Francine Miller as Asst. Wage Tax Collector at the rate of 2% of collected taxes, 2nd by Pallman. Motion voted, all in favor.

Recreation Center Staff Employees: Motion by Koldjeski to appoint Curt Bogart at an hourly rate of \$8.77 which includes a 2% increase, Carol Mielnikowski at an hourly rate of \$7.25, Joseph Orzel at an hourly rate of \$7.83 which includes a 2% increase and Joann Scott at an hourly rate of \$7.25, 2nd by Pallman. Motion voted, all in favor.

Koldjeski motioned to hire Code Enforcement Officer – Scot Haan at a salary as per previous years (for transportation costs and cell phone use), 2nd by Pallman. Motion voted, all in favor.

Koldjeski motioned to hire Cleaning Person – Francine Miller, at an Hourly Rate of \$7.35, 2nd by Pallman. Motion voted, all in favor.

Koldjeski motioned to appoint as Township Engineer, Milnes Engineering at the same rates as 2011, 2nd by Pallman. Motion voted, all in favor.

Koldjeski motioned to appoint as Township Solicitor, Ufberg & Sileo, L.L.P. at the same rates as 2011, 2nd by Pallman. Motion voted, all in favor.



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Koldjeski motioned to appoint Sewer Enforcement Officer, Os Patton as per Resolution, 2nd by Pallman. Motion voted, all in favor.

Koldjeski motioned to appoint Ginader, Jones & Co. to audit the books for 2011, as was advertised, at a rate of \$3,900.00 2nd by Pallman. Motion voted, all in favor.

Koldjeski motioned to set the paid holidays for full-time employees for 2012 as follows: Good Friday (Friday, April 6, 2012), Memorial Day (Monday, May 28, 2012), Independence Day (Wednesday, July 4, 2012), Labor Day (Monday, September 3, 2012), Veterans Day (Monday, November 12, 2012), Thanksgiving Day (Thursday, November 22, 2012), ½ day Christmas Eve (Monday, December 24, 2012), Christmas Day (Tuesday, December 25, 2012) and New Year's Day (Tuesday, January 1, 2013) 2nd by Pallman. Motion voted, all in favor.

Pallman motioned to set the cost of copying to .25 per copy, 2nd by Carr. Motion voted, all in favor.

Koldjeski motioned to select Penn Security as the Township Depository of Funds, 2nd by Pallman. Motion voted, all in favor.

Commission / Committee Vacancies

Planning Commission>Pallman motioned to appoint Bob Naegele to the Planning Commission for a one year term to replace Tom Sartori who resigned and reappoint Gregg Raino for a 4 year term, 2nd by Carr. Motion voted, all in favor.

Zoning Hearing Board>Koldjeski motioned to appoint Pete Restuccia and Ron Krafjack as the alternate, 2nd by Pallman. Motion voted, all in favor.

Koldjeski motioned to appoint Kevin Carr as Board Representative to Abington Area and Lackawanna County COG, 2nd by Pallman. Motion voted, all in favor.

Koldjeski motioned to appoint Douglas Pallman as Voting Delegate to State Convention, 2nd by Carr. Motion voted, all in favor.

Pallman motioned to name as advertising medium, the Abington Journal as principal advertiser and the Scranton Times as second advertiser, 2nd by Carr. Motion voted, all in favor.

Motion by Pallman to appoint Francine Miller as Open Records Clerk with counsel Joseph Sileo with all requests in writing, 2nd by Carr. Motion voted, all in favor.



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Motion by Pallman to adjourn the reorganization meeting at 7:37PM to the General Meeting, 2nd by Koldjeski. Motion voted, all in favor.