

**ROBESON TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATION MEETING**

January 4, 2021

The Reorganization Meeting of the Robeson Township Board of Supervisors for fiscal year 2021 was held via Zoom on Monday January 4, 2021 at 6 PM. The meeting was called to order at 6:03PM by Supervisor Smith. Present for the meeting were Supervisors Love, Brown & Steve, Township Manager Colleen Easterday and Chief Dennis W. Cassel Jr.

A motion was made by Supervisor Christopher Smith, seconded by Supervisor Galen Brown to nominate Colleen Easterday as **Temporary Chair** for 2021 Reorganization, the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	_____
Galen L. Brown	-	Yes	<u> x </u>	No	_____
Christopher M. Smith	-	Yes	<u> x </u>	No	_____
Harold W. Steve Jr.	-	Yes	<u> x </u>	No	_____
Joy A. Graham	-	Absent			

The **Temporary Chair** entertained a motion to nominate a **Chairman of the Board of Supervisors** for 2021. Supervisor R. Douglas Love moved to appoint Supervisor Christopher Smith Chairman. After a second by Supervisor Harold Steve the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	_____
Galen L. Brown	-	Yes	<u> x </u>	No	_____
Christopher M. Smith	-	Yes	<u> x </u>	No	_____
Harold W. Steve Jr.	-	Yes	<u> x </u>	No	_____
Joy A. Graham	-	Absent			

Supervisor Christopher Smith assumed the Chair for the remainder of the meeting.

Supervisor Galen Brown moved to nominate Supervisor R. Douglas Love **Vice-Chairman** of the Board of Supervisors for 2021. After a second by Supervisor Harold Steve the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	_____
Galen L. Brown	-	Yes	<u> x </u>	No	_____
Christopher M. Smith	-	Yes	<u> x </u>	No	_____
Harold W. Steve Jr.	-	Yes	<u> x </u>	No	_____
Joy A. Graham	-	Absent			

A motion was made by Supervisor Harold Steve seconded by Supervisor R. Douglas Love appoint Supervisor Galen Brown as **Township Secretary** for 2021. The vote follows:

R. Douglas Love	-	Yes	<u> x </u>	No	_____
Galen L. Brown	-	Yes	<u> x </u>	No	_____
Christopher M. Smith	-	Yes	<u> x </u>	No	_____
Harold W. Steve Jr.	-	Yes	<u> x </u>	No	_____
Joy A. Graham	-	Absent			

A motion was made by Supervisor Harold Steve seconded by Supervisor Christopher Smith to appoint Township Manager Colleen Easterday as **Township Treasurer** for 2021. The vote follows:

R. Douglas Love	-	Yes	<u> x </u>	No	_____
Galen L. Brown	-	Yes	<u> x </u>	No	_____
Christopher M. Smith	-	Yes	<u> x </u>	No	_____
Harold W. Steve Jr.	-	Yes	<u> x </u>	No	_____
Joy A. Graham	-	Absent			

A motion was made by Supervisor Harold Steve seconded by Supervisor Christopher Smith appoint Township Manager Colleen Easterday as **Assistant Township Secretary/Treasurer** for 2021. The vote follows:

R. Douglas Love	-	Yes	<u> x </u>	No	_____
Galen L. Brown	-	Yes	<u> x </u>	No	_____
Christopher M. Smith	-	Yes	<u> x </u>	No	_____
Harold W. Steve Jr.	-	Yes	<u> x </u>	No	_____
Joy A. Graham	-	Absent			

A motion was made by Supervisor Harold Steve seconded by Supervisor Christopher Smith appoint **Long Barrell Ltd.** as **Auditor** for 2021. The vote follows:

R. Douglas Love	-	Yes	<u> x </u>	No	_____
Galen L. Brown	-	Yes	<u> x </u>	No	_____
Christopher M. Smith	-	Yes	<u> x </u>	No	_____
Harold W. Steve Jr.	-	Yes	<u> x </u>	No	_____
Joy A. Graham	-	Absent			

Supervisor Harold Steve moved to appoint Hartman Valeriano Magovern & Lutz, PC as **Solicitor for the Township, Planning Commission and Park & Recreation Board**. After a second by Supervisor Christopher Smith, the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	_____
Galen L. Brown	-	Yes	<u> x </u>	No	_____
Christopher M. Smith	-	Yes	<u> x </u>	No	_____
Harold W. Steve Jr.	-	Yes	<u> x </u>	No	_____
Joy A. Graham	-	Absent			

Supervisor Harold Steve moved to appoint Supervisor Christopher Smith as **Delegate to the 2021 P.S.A.T.S. Convention**. After a second by Supervisor R. Douglas Love the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	_____
Galen L. Brown	-	Yes	<u> x </u>	No	_____
Christopher M. Smith	-	Yes	<u> x </u>	No	_____
Harold W. Steve Jr.	-	Yes	<u> x </u>	No	_____
Joy A. Graham	-	Absent			

Supervisor _____ moved to appoint / reappoint the following members to their respective positions for a new term:

- Steven Marino - Planning Commission term ends 1/24
- Terri Lampe Melcher - Planning Commission term ends 1/24
- **VACANT** - Municipal Authority term ends 1/21
- **VACANT** - Municipal Authority term ends 1/24
- **VACANT** - Park & Recreation Board term ends 1/24
- **VACANT** - Park & Recreation Board term ends 1/24
- **VACANT** - EAC Alternate term ends 1/21
- **VACANT** - Board of Auditors (2 Year Term) ends 1/22

Following a second by Supervisor _____ the vote was as follows:

R. Douglas Love	-	Yes	_____	No	_____
Galen L. Brown	-	Yes	_____	No	_____
Christopher M. Smith	-	Yes	_____	No	_____
Harold W. Steve Jr.	-	Yes	_____	No	_____
Joy A. Graham	-	Absent			

No vote is recorded as the BOS will seek a recommendation from the Planning Commission Board to continue with a seven-member board or change to a five-member board and including their recommendation for a Liaison to the BOS.

Motion was made by Supervisor Harold Steve to set the **Treasurer's Bond at \$2,000,000.00** for 2021. This bond is to be filed with the Board of Auditors. Following a second by Supervisor R. Douglas Love the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	_____
Galen L. Brown	-	Yes	<u> x </u>	No	_____
Christopher M. Smith	-	Yes	<u> x </u>	No	_____
Harold W. Steve Jr.	-	Yes	<u> x </u>	No	_____
Joy A. Graham	-	Absent			

Supervisor Harold Steve to adopt **Resolution #21-01** to appoint Long Barrel & Co., Ltd., a firm of certified and competent public accountants which are registered in the Commonwealth of Pennsylvania, to make an examination of all accounts of the Township for the next fiscal year stated in the Resolution at the compensation rates of the appointed accountant for 2021 as advertised December 1, 2020. Following a second by Supervisor Christopher Smith the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	_____
Galen L. Brown	-	Yes	<u> x </u>	No	_____
Christopher M. Smith	-	Yes	<u> x </u>	No	_____
Harold W. Steve Jr.	-	Yes	<u> x </u>	No	_____
Joy A. Graham	-	Absent			

Supervisor Harold Smith to adopt **Resolution #21-02** implementing the 2021 Robeson Township Fee Schedule with correction to mileage rate change to IRS rate. After a second by Supervisor Christopher Smith, the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Harold W. Steve Jr.	-	Yes	<u> x </u>	No	<u> </u>
Joy A. Graham	-	Absent			

Supervisor Harold Steve moved to adopt **Resolution #21-03** fixing the fees for the issuance of sewage permits, sewage enforcement officer services and Land Development Subdivision Modules offered by System Design Engineering, Inc. After a second by Supervisor Christopher Smith, the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Harold W. Steve Jr.	-	Yes	<u> x </u>	No	<u> </u>
Joy A. Graham	-	Absent			

Supervisor Harold Steve moved to adopt **Resolution #21-04** the Robeson Township fee schedule; establishing rates for the following: engineering professional services; subdivision, land development and zoning fees; building, plumbing & zoning, driveway & road occupancy permits and related fees; administrative rates and formula for calculating personnel rates; requests for public records. After a second by Supervisor Christopher Smith, the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Harold W. Steve Jr.	-	Yes	<u> x </u>	No	<u> </u>
Joy A. Graham	-	Absent			

Motion by Supervisor Steve second by Chairman Smith to advertise for disposal any surplus equipment the Township might have, motion carried.

Manager Easterday informed the Board that two Letters of Interest were received for the Planning Commission Vacancy from Mr. Henry Ramsay and Mr. Robert Deeds Jr. The letters will be forwarded to the Planning Commission Board for their review. The Planning Commission will be asked to recommend a Liaison to the BOS. Also received were two Letters of Interest from Mr. Thomas Keim and Mr. Michael Neatock for the Vacancy Board position. The Vacancy Board position will be placed on the Board of Supervisors Agenda for the regular meeting to be held via Zoom on January 19, 2021 at 7 PM.

Motion by Supervisor Brown second by Supervisor Love to appoint Supervisor Steve as the liaison to the Geigertown Area Joint Authority Board, motion carried.

Motion by Supervisor Steve second by Supervisor Love to appoint Chairman Smith as the liaison to the EAC Board, motion carried.

Supervisor Steve moved to adjourn the meeting at 6:41PM second by Supervisor Brown, motion carried.

Respectfully Submitted,

Colleen Easterday, Township Manager