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MINUTES OF JANUARY 3, 2023  
REORGANIZATION MEETING

The Cummings Township Supervisors held their reorganization meeting on January 3, 2023, at 2:00 p.m., with Walter Braddock and Richard Bierly present and Michael Yohe attending via videoconference.

**Also in attendance:** Donna Bierly, Carl Frech, Roadmaster Craig Bierly, Les Ritter, Kim Shainline, Jim Capel, Tom Mussington, Paul Sattazahn, Jeff Markley, and Marc Drier, Esquire

**Pledge of Allegiance**

**Temporary Chairman and Temporary Secretary**

Supervisor Braddock nominated and made a motion that Supervisor Michael Yohe act as Temporary Chairman; seconded by Supervisor Bierly, MCU.

Supervisor Braddock nominated and made a motion that Darlene Macklem act as Temporary Secretary, seconded by Supervisor Bierly, MCU.

**Chairman, Vice-Chairman and Secretary Treasurer**

Supervisor Richard Bierly made a motion to appoint Michael Yohe as Chairman of the Board of Supervisors for 2023; seconded by Supervisor Braddock, MCU.

Supervisor Walter Braddock made a motion to appoint Supervisor Richard Bierly as Vice-Chairman of the Board of Supervisors for 2023; seconded by Supervisor Yohe; MCU.

Supervisor Bierly made a motion to re-appoint Darlene S. Macklem as Secretary/Treasurer for 2023; seconded by Supervisor Braddock; MCU.

**2023 Appointments**

**Supervisor – Employees**

Supervisor Yohe made a motion to appoint Supervisors Richard Bierly and Walter Braddock as Supervisor-Employees; seconded by Supervisor Bierly, MCU.

**Roadmaster**

Supervisor Braddock made a motion to appoint Craig Bierly Roadmaster; seconded by Supervisor Bierly, MCU.

**Zoning Liaison**

Supervisor Yohe made a motion to re-appoint Jeff Markley as Zoning Liaison; seconded by Supervisor Braddock, MCU.

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**Zoning Permit/Zoning Ordinance/UCC Inspection/IPMC & Floodplain Ordinance Enforcement**

Supervisor Yohe made a motion to appoint Roger Hoy/Hoy Inspection Services, LLC as the Zoning Permit/Zoning Ordinance/UCC Inspection/IPMC & Floodplain Ordinance Enforcement Officer; seconded by Supervisor Braddock, MCU.

**Solicitor**

Supervisor Yohe made a motion to retain the Drier Law Firm as the Township Solicitor; seconded by Supervisor Bierly, MCU.

**Engineer**

Supervisor Yohe made a motion to appoint Dennis Norman, P.E. as the Township Engineer; seconded by Supervisor Bierly, MCU.

**Sewage Enforcement Officer**

Supervisor Yohe made a motion to re-appoint Jami Nolan as the Sewage Enforcement Officer; seconded by Supervisor Braddock, MCU.

**Alternate Sewage Enforcement Officers**

Supervisor Yohe made a motion to appoint Robert Bertin and Craig June as Alternate Sewage Enforcement Officers; seconded by Supervisor Bierly, MCU.

**Emergency Management Coordinator**

Supervisor Yohe made a motion to retain Robert Sheets as Emergency Management Coordinator; seconded by Supervisor Bierly, MCU.

**Right to Know Officer**

Supervisor Yohe made a motion to re-appoint Darlene Macklem as the Township's Right to Know Officer; seconded by Supervisor Braddock, MCU.

**2023 Depositories**

Supervisor Yohe made a motion to designate the following banking institutions to be used during 2023: Jersey Shore State Bank, First National Bank of Pennsylvania, First Citizens Bank, PLGIT, Muncy Bank & Trust Company and Woodlands Bank. The motion was seconded by Supervisor Braddock and was unanimously approved.

**Monthly Meeting**

Supervisor Yohe made a motion that the Board schedule monthly township meetings on the second Tuesday of the month at 2:00 p.m. during the months of January, February, March, April, November and December and at 6:00 p.m. during the months of May, June, July, August, September and October; seconded by Supervisor Braddock, MCU.

**Certify Voting Delegate – PSATS Annual Educational Conference**

The Board did not certify a Voting Delegate for the PSATS Annual Conference.

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### **Secretary/Treasurer Bond**

Supervisor Bierly made a motion that the amount of the Secretary/Treasurer Bond remain at \$1,000,000; seconded by Supervisor Braddock, MCU.

### **Mileage Reimbursement Rate**

Supervisor Yohe made a motion to set the mileage reimbursement rate at \$.6555 consistent with the 2023 IRS mileage reimbursement rate; seconded by Supervisor Bierly, MCU.

### **Approval to pay invoices**

Supervisor Yohe made a motion to allow the Treasurer to issue checks for payment of operational expenses which are received after the regular monthly meeting of the Board of Supervisors, the invoices are to be paid by check and the checks are to be signed by the Treasurer and a Supervisor, seconded by Supervisor Bierly, MCU.

### **Workshop/Training Expenses**

Supervisor Braddock made a motion to reaffirm the continuation of the township's policy to pay for workshop/training costs including travel expenses and the time spent in training. It was noted that individuals will not be reimbursed for time spent traveling to and from training. The Board of Supervisors must approve attendance at workshops and/or training prior to enrollment. The motion was seconded by Supervisor Bierly and was unanimously approved.

### **Wages and Salaries**

Supervisor Bierly made a motion to adopt Resolution 01-03-2023 setting the employee wages for 2023; seconded by Supervisor Braddock, MCU.

### **Secretary/Treasurer Salary**

Supervisor Yohe made a motion to increase the Secretary/Treasurer Salary to \$16,600.00; seconded by Supervisor Braddock, MCU.

### **Zoning Officer**

Supervisor Yohe explained the Supervisors determined during the budgeting process to pay the Zoning Officer a flat rate of \$6,000.00 per year.

Supervisor Braddock made a motion to approve the flat rate of \$6,000.00 per year for the Zoning Officer; seconded by Supervisor Bierly, MCU.

### **Zoning Liaison Salary**

Supervisor Braddock made a motion to approve the Zoning Officer Liaison Salary of \$3,000 per year; seconded by Supervisor Bierly, MCU.

### **Auditors Meeting Pay**

Supervisor Yohe made a motion that the Auditors Meeting Pay be set at \$75.00 per meeting; seconded by Supervisor Bierly, MCU.

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## **Board Appointments**

### **Auditors (1 Year Term)**

Supervisor Braddock made a motion to appoint Diane Prince and Delores Cichan as Auditors for 2023; seconded by Supervisor Bierly, MCU.

### **Recreation Advisory Board (Annual Appointment)**

Supervisor Yohe made a motion to re-appoint Lillie Langlois, Karen Purvis, Rick Bierly, Donna Bierly, and Mary Lynn Sheets to the Recreation Advisory Board; seconded by Supervisor Braddock, MCU.

### **Vacancy Board (Annual Appointment)**

Supervisor Braddock made a motion to re-appoint Charlie Rogers to the Vacancy Board; seconded by Supervisor Bierly, MCU.

## **Recognition of Fire Company Officers**

The Board of Supervisors recognized the following Officers of the Waterville Volunteer Fire Company:

Keith Orgitano – President  
Jim Capel – Vice President  
Tom Mussington – Director  
Tracy Chaffin – Treasurer  
Tiffany Young - Secretary  
Jason Young – Fire Chief  
Jeff Markley – Assistant Fire Chief

There being no further business, Supervisor Yohe made a motion to adjourn the meeting, seconded by Supervisor Braddock, the motion passed unanimously, and the meeting was adjourned at 2:20 p.m.

Respectfully submitted,

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Darlene S. Macklem  
Secretary