

## CHOCONUT TOWNSHIP SUPERVISORS ORGANIZATIONAL MEETING

January 3, 2023

The organizational meeting for the year 2023 was held at 7:30 p.m. at the township meeting room. Sup. Dovin called the meeting to order and led in the pledge of allegiance to the American flag. The roll was called and all three supervisors were present.

**ATTENDEES AT THE MEETING** – John Brownlow, Wendy Zapolski, Steve Pratt, John and Judy Ramsay.

### **ELECTIONS AND APPOINTMENTS**

- A. Chairman of the Board of Supervisors** – A motion was made by Sup. Doolittle, seconded by Sup. Mordovancey and unanimously carried by the board to elect Sup. Dovin to the position of Chairman
- B. Vice Chairman of the Board of Supervisors** – A motion was made by Sup. Dovin, seconded by Sup. Mordovancey and unanimously carried by the board to elect Sup. Doolittle to the position of Vice Chairman.
- C. Choconut Township Secretary-Treasurer** – A motion was made by Sup. Doolittle, seconded by Sup. Mordovancey and unanimously carried by the board to appoint Linda A. Gittoes to the position of Secretary -Treasurer at the monthly salary of \$700.00.
- D. Rep. to Susquehanna Co. Council of Governments** - A motion was made by Sup. Doolittle seconded by Sup. Mordovancey and unanimously carried by the board to appoint Sup. Dovin to the position of Rep. to the Council of Governments.
- E. Alternate Rep. to Susquehanna Co. Council of Governments** - A motion was made by Sup. Dovin seconded by Sup. Doolittle and unanimously carried by the board to appoint Sup. Mordovancey to the position of Alternate Rep. to the Council of Governments.
- F. Rep. to the C.O.G. Sewage Committee** - A motion was made by Sup. Doolittle seconded by Sup. Mordovancey and unanimously carried by the board to appoint Sup. Dovin to the position of Rep. to the C.O.G. Sewage Committee.
- G. Alternate Rep. to the C.O.G. Sewage Committee** - A motion was made by Sup. Dovin seconded by Sup. Doolittle and unanimously carried by the board to appoint Sup. Mordovancey to the position of Alternate Rep. to the C.O.G. Sewage Committee.
- H. Rep. to the Susquehanna Co. C.O.G. Codes Committee** - A motion was made by Sup. Dovin seconded by Sup. Doolittle and unanimously carried by the board to appoint Sup. Mordovancey to the position of Representative to the C.O.G. Codes Committee.
- I. Alternate Rep. to the Susquehanna Co. C.O.G. Codes Committee** - A motion was made by Sup. Dovin seconded by Sup. Mordovancey and unanimously carried by the board to appoint Sup. Doolittle to the position of Alternate Rep. to the C.O.G. Codes Committee...
- J. Designate Roadmaster** - A motion was made by Sup. Doolittle seconded by Sup. Mordovancey and unanimously carried by the board to designate all three supervisors as roadmasters.
- K. Designate Building Permit Officer** - A motion was made by Sup. Doolittle seconded by Sup. Mordovancey and unanimously carried by the board to designate Sup. Dovin to the position of Building Permit Office for non-habitable buildings.
- L. Set Tax Collector's Salary and Designate Deputy-** A motion was made by Sup. Doolittle seconded by Sup. Mordovancey and unanimously carried by the board to set the salary of the Tax Collector, Lou Ann Cruz, as 5% of the taxes to be collected and to appoint Rachel Barney as the Deputy Tax Collector.
- M. Appoint township supervisors to be Utility Workers and Equipment Worker** - A motion was made by Sup. Doolittle seconded by Sup. Mordovancey and unanimously carried by the board to designate all three supervisors as Utility Workers and Equipment Operators.
- N. Set Rate of Pay for Township Workers** – A motion was made by Sup. Doolittle, seconded by Sup. Dovin and unanimously carried by the board to set the hourly rate of pay at \$20.00 per hour starting January 1, 2023. Any other workers' hourly wages will be set at the supervisors' discretion.
- O. Set Reimbursement Mileage at the same rate as the rate set by the IRS** – A motion was made by Sup. Doolittle, seconded by Sup. Mordovancey and unanimously carried by the board to set the rate at \$.625 per mile, the same rate as the IRS.

- P. Appoint Township Solicitor** – A motion was made by Sup. Doolittle, seconded by Sup. Mordovancey and unanimously carried by the board to appoint Michael J. Giangrieco to the position of Township Solicitor.
- Q. Appoint Rep. to the Northern Tier Coalition** –A motion was made by Sup. Dovin seconded by Sup. Doolittle and unanimously carried by the board to appoint Sup. Mordovancey to the position.
- R. Appointment of the Alternate Rep. to the Northern Tier Coalition** - A motion was made by Sup. Doolittle seconded by Sup. Mordovancey and unanimously carried by the board to appoint Sup. Dovin to the position.
- S. Set date and time of supervisors’ meetings** – A motion was made by Sup. Dovin, seconded by Sup. Doolittle and unanimously carried by the board to designate the first Monday night of the month at 7:30 p.m. as the date and time. In the event that the meeting falls on a legal holiday, it will be held on the following night. A workshop will be held at 7:00 p.m., preceding the monthly meeting.

**PRESENTATION OF MINUTES AND TREASURER’S REPORT** – A motion was made by Sup. Dovin, seconded by Sup. Doolittle and unanimously carried by the board to approve the minutes and treasurer’s report as presented.

**CITIZENS INPUT ON THE AGENDA**

**Junkyard ordinance** – John Brownlow read a copy of a letter that had been sent to a violator of the township’s junkyard ordinance. The letter contained verbiage that stated that the supervisors did not want to pursue any legal action against the violator and John questioned the inclusion of said verbiage. Sup. Doolittle discussed with John the current number of “junk” vehicles on the property next to his property on Pamela Drive and Sup. Dovin discussed what constituted a “junk” vehicle. It is John Brownlow’s contention that the property owner has, in fact, established a junkyard on the premises. There was also a discussion of other efforts to enforce the junkyard ordinance with regard to a property on Kellum Road near the residence of John and Judy Ramsay. It was stated that the only successful procedure for ridding the area of a junkyard is to have individuals or an organization sue the party that is in violation of the ordinance. The supervisors will review the list of properties in violation of the ordinance and contact the Pennsylvania Department of Environmental Protection to find out the best way to proceed in the matter of causing the property owners to come into compliance with the ordinance.

**REPORTS OF THE BOARD, COMMISSIONS AND COMMITTEES –**

**Susquehanna Co. Council of Governments, C.O.G. Sewage and Codes**

Sup. Dovin reported that a meeting was not held due to a snowstorm. At this time, there were no outstanding issues involving Choconut Township.

**Susquehanna Co. Planning Commission** – John Ramsay said that a meeting was held but there were no issues involving Choconut Township. There is a concern about property owners who get preliminary approval to build but do not obtain the final approval for the building.

**Supervisors’ Report of Current Roadwork** – Snow removal was done and cinders were spread on icy roads. Ditches were cleaned out and numerous fallen trees were cleared off of roadways.

**OLD BUSINESS** – there wasn’t any old business to be discussed at this time.

**NEW BUSINESS**

**Resolution 2023-01-23** – A motion was made by Sup. Dovin, seconded by Sup. Mordovancey and unanimously carried by the board to adopt the resolution which would enable the Susquehanna Co. Commissioners to set up a tourism bureau that would promote businesses within Susquehanna Co. only.

**APPROVAL OF BILL LIST 2022-12, CURRENT BILLS AND PAYROLL** – A motion was made by Sup. Doolittle, seconded by Sup. Dovin and unanimously carried by the board to approve these items.

**ADJOURNMENT** – Absent any other business to be discussed, a motion was made by Sup. Doolittle, seconded by Sup. Dovin and unanimously carried by the board to adjourn the meeting.

Respectfully submitted,

Linda A. Gittoes, Secretary-Treasurer