

CHOCONUT TOWNSHIP SUPERVISORS ORGANIZATIONAL MEETING

January 2, 2024

The organizational meeting for the year 2024 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 Meehan, Steven Pratt, James C. Mayers

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. Dovin seconded by Sup.Doolittle and unanimously carried by the board to appoint Sup. Mordovancey 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. Mordovancey seconded by Sup. Doolittle and unanimously carried by the board to appoint Sup. Dovin 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. Doolittle seconded by Sup. Mordovancey and unanimously carried by the board to appoint Sup. Dovin to the position of Alternate Rep. to the C.O.G. Codes Committee...
- J. Designate Roadmaster** - A motion was made by Sup. Dovin seconded by Sup. Doolittle and unanimously carried by the board to designate all three supervisors as roadmasters.
- K. Designate Building Permit Officer** - A motion was made by Sup. Dovin seconded by Sup. Doolittle and unanimously carried by the board to designate all three supervisors 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 for Edward Leonard 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 \$.67 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** – since this is not an active position/coalition at the moment, an appointment will be made when necessary.
- R. Appointment of the Alternate Rep. to the Northern Tier Coalition** - since this is not an active position/coalition at the moment, an appointment will be made when necessary.
- 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 for the monthly supervisors’ business meetings. 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.
- T. Voting members for PSATS Convention** – a motion was made by Sup. Doolittle, seconded by Sup. Mordovancey and unanimously carried by the board to designate Sup Dovin to be the voting member.

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 – No one had any input at this time.

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 in December for C.O.G., Sewage or Codes Committees.

Susquehanna Co. Planning Commission – A report was not available.

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

OLD BUSINESS –

Legal Survey of John Brownlow Property on Pamela Drive

Sup. Dovin reported that a registered surveyor, Joseph Kempa, has been hired by the township to survey the property owned by John Brownlow on Pamela Drive.

NEW BUSINESS

Welcome to New Auditor

The supervisors extended a welcome to our new auditor, James C. Mayers.

Investment of idle Capital Improvement Funds

A motion was made by Sup. Doolittle, seconded by Sup. Mordovancey and unanimously carried by the board to approve Resolution 2024-1-02 for the purchase of a 5-month certificate of deposit in the amount of \$30,000.00 using idle funds in the Capital Improvement Fund.

PUBLIC INPUT – No one had any input to offer at this time.

APPROVAL OF BILL LIST 2023-12, CURRENT BILLS AND PAYROLL – A motion was made by Sup. Doolittle, seconded by Sup. Mordovancey 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. Mordovancey and unanimously carried by the board to adjourn the meeting.

Respectfully submitted,

Linda A. Gittoes, Secretary-Treasurer