

**POCONO TOWNSHIP  
COMMISSIONERS ORGANIZATION  
MEETING MINUTES  
JANUARY 6<sup>th</sup>, 2014**

The Organizational meeting of the Pocono Township Board of Commissioners was held on 01/06/2014 at the Pocono Township Municipal Building and called to order by Rich Wielebinski at 7:00 p.m., followed by the Pledge of Allegiance.

**Roll Call:** Tom Felver, present; Greg Hill, present; Jerry Lastowski, present; Rich Wielebinski, present; and Brad Wise, present.

The Board of Commissioners introduced themselves to the audience and gave a brief summary of their background and experience.

**PRESIDENT:** Tom Felver made a motion, seconded by Jerry Lastowski, to appoint Rich Wielebinski as President of the Board of Commissioners. Roll call vote: Tom Felver, yes; Greg Hill, yes; Jerry Lastowski, yes; Rich Wielebinski, yes; and Brad Wise, yes. Motion carried.

**VICE PRESIDENT:** Rich Wielebinski made a motion, seconded by Brad Wise, to appoint Jerry Lastowski as Vice President of the Board of Commissioners. Roll call vote: Tom Felver, yes; Greg Hill, yes; Jerry Lastowski, yes; Rich Wielebinski, yes; and Brad Wise, yes. Motion carried.

**RECORDING SECRETARY:** Jerry Lastowski made a motion, seconded by Tom Felver, to appoint Pam Finkbeiner as recording secretary for the Board of Commissioners. Tom Felver, yes; Greg Hill, yes; Jerry Lastowski, yes; Rich Wielebinski, yes; and Brad Wise, yes. Motion carried.

**PUBLIC COMMENT:** Jack Swersie read a statement from the 1<sup>st</sup> Initiative and thanked the Board of Commissioners for taking on the 'job'. He then presented the Board of Commissioners with an autographed picture of the 'VOTE YES' logo.

Judy Coover questioned which appointments and/or bid process the Board would take.

Tom Felver noted the Board has not had the opportunity to discuss procedures.

**EXECUTIVE SESSION:** Tom Felver made a motion, seconded by Greg Hill, to convene into Executive Session at 7:35 p.m. to discuss employee, contracts, and ligation matters. Tom Felver, yes; Greg Hill, yes; Jerry Lastowski, yes; Rich Wielebinski, yes; and Brad Wise, yes. Motion carried.

Greg Hill made a motion, seconded by Brad Wise to reconvene the meeting at 9:08 p.m. Roll call vote: Tom Felver, yes; Greg Hill, yes; Jerry Lastowski, yes; Rich Wielebinski, yes; and Brad Wise, yes. Motion carried.

**APPOINTMENTS:**

**ZONING HEARING BOARD:**

Jerry Lastowski made a motion, seconded by Greg Hill, to reappoint Russell Cramer as Pocono Township Zoning Hearing Board. Roll call vote: Tom Felver, yes; Greg Hill, yes; Jerry Lastowski, yes; Rich Wielebinski, yes; and Brad Wise, yes. Motion carried.

**FIRE POLICE**

Rich Wielebinski made a motion, seconded by Greg Hill to appoint Pocono Township Volunteer Fire Police as follows:

Al Kresge - Captain

Richard Shay - Lieutenant

Christopher Kinsley Sr.

Patrick Kresge

Gerald Lastowski

Kevin Kresge

Steve Jacobs

Donald Simpson

Thomas Kresge

Peter Gallagher

Christopher Kinsley, Jr.

William Ward

Roll call vote: Tom Felver, yes; Greg Hill, yes; Jerry Lastowski, yes; Rich Wielebinski, yes; and Brad Wise, yes. Motion carried

**RIGHT-TO-KNOW OFFICER**

Rich Wielebinski made a motion, seconded by Tom Felver, to appoint Brad Wise as Pocono Township's Right-to-Know officer. Roll call vote: Tom Felver, yes; Greg Hill, yes; Jerry Lastowski, yes; Rich Wielebinski, yes; and Brad Wise, yes. Motion carried.

**TAX COLLECTOR PAY**

Rich Wielebinski made a motion, seconded by Tom Felver, to set Patricia Michael, Pocono Township Tax Collector, pay at \$10,000.00 per year. Roll call vote: Tom Felver, yes; Greg Hill, yes; Jerry Lastowski, yes; Rich Wielebinski, yes; and Brad Wise, yes. Motion carried.

**ACTING TEMPORARY TOWNSHIP ADMINISTRATOR**

Rich Wielebinski made a motion, seconded by Greg Hill, to appoint Frank Froio as Acting Temporary Township Administrator until March 2014 at current rate of pay or until such time the Board has researched, advertised and hired the Township Manager/Administrator for the Township. Roll call vote: Tom Felver, yes; Greg Hill, yes; Jerry Lastowski, yes; Rich Wielebinski, yes; and Brad Wise, yes. Motion carried

**MEETING DATES**

Tom Felver suggested changing the meeting time to 6:00 p.m. instead of 7:00 p.m. Discussion followed. The Board concurred the meeting time will remain the same.

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**MEETING DATES CONT:**

Jerry Lastowski made a motion, seconded by Rich Wielebinski to set the Pocono Township Commissioners' meeting dates as the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month at 7:00 p.m., excepting Holidays when meetings will be scheduled the following Tuesday. Roll call vote: Tom Felver, yes; Greg Hill, yes; Jerry Lastowski, yes; Rich Wielebinski, yes; and Brad Wise, yes. Motion carried.

**PUBLIC COMMENT**

Judi Coover asked if the Commissioners would schedule workshops to discuss issues before the board.

Greg Hill noted the Board was reluctant to schedule regular workshops but instead schedule workshops and special meetings as needed.

Jane Cilurso questioned the other appointments.

Rich Wielebinski stated the Board will take their time to appoint open positions with qualified people.

**MILEAGE RATE**

Rick Wielebinski made a motion, seconded by Greg Hill, to approve the mileage reimbursement rate for 2014 at the current IRS rate of .56 cents per mile for business miles driven. Roll call vote: Tom Felver, yes; Greg Hill, yes; Jerry Lastowski, yes; Rich Wielebinski, yes; and Brad Wise, yes. Motion carried.

**BILLS**

Rich Wielebinski made a motion, seconded by Greg Hill, to approve the payment of semi-monthly invoices: **GENERAL ACCOUNT: \$135,366.42; and DEBT SERVICE: \$33,675.85.** Roll call vote: Tom Felver, yes; Greg Hill, yes; Jerry Lastowski, yes; Rich Wielebinski, yes; and Brad Wise, yes. Motion carried.

**LIASON TO EIT TAX COLLECTOR - BERKHEIMERS ASSOCIATES 2014**

Tom Felver made a motion, seconded by Rich Wielebinski, to appoint Tom Felver as Liaison to EIT Tax Collector - Berkheimers Associates. Roll call vote: Tom Felver, yes; Greg Hill, yes; Jerry Lastowski, yes; Rich Wielebinski, yes; and Brad Wise, yes. Motion carried.

**COMMENTS:** Maxine Turbolski, John Conochan, Annabella Lastowski, Diane Zweifel, Joe Sadowski, and Monica Gerrity commented concerning Harold Werkheiser's employment in the Township.

Harold Werkheiser asked the Board re his employment status.

Jerry Lastowski and Rich Wielebinski stated the Board would seek legal advice on the matter of Harold Werkheiser's employment with the Township. As of the meeting the position of Assistant Secretary/Treasurer no longer existed.

**ADJOURNMENT:**

Tom Felver made a motion, seconded by Jerry Lastowski, to adjourn the meeting at 9:45 p.m. until 01/21/2014 at 7:00 p.m. Roll call vote: Tom Felver, yes; Greg Hill, yes; Jerry Lastowski, yes; Rich Wielebinski, yes; and Brad Wise, yes. Motion carried.

Respectfully submitted: Pamela Finkbeiner, Recording Secretary