

**STOCKERTOWN BOROUGH COUNCIL
REORGANIZATION MEETING
MINUTES OF JANUARY 2, 2018**

THE BOROUGH OF STOCKERTOWN HELD A REORGANIZATION MEETING ON MONDAY, JANUARY 2, 2018 AT 7:30 PM AT BOROUGH HALL.

Attendance

- Council Members present were: Amy Richard, Kathleen Zdonowski, Robin Davis, Cindy Hower, Joe Gosnell, Rosemarie Wenzelberger and Carl Zito.
- Mayor Charlie Davis and Borough Secretary/Treasurer Anita Caughy were present.
- Attorney Steve Mills, Chief John Soloe and OIC Eric Schwab were present.

The Meeting was called to order by Mayor Charlie Davis at 7:30 PM

Pledge of Allegiance

Oath of Office

Mayor Davis administered the oath of office to the recently elected/re-elected council members Robin Davis, Carl Zito and Rosemarie Wenzelberger prior to the meeting.

Re-Organization – Mayor Davis presided over opening nominations for Council President.

Open nominations for Council President

- **Motion** by Robin Davis to nominate **Amy Richard as Council President**. Joe Gosnell made a second to the Motion. There were no further Motions for Council President. Voting results were as follows:

	Yea	Nay	Abstain
Amy Richard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Robin Davis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cindy Hower	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Gosnell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kathleen Zdonowski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carl Zito	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rosemarie Wenzelberger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Open nominations for Council Vice President

- **Motion** by Robin Davis to nominate **Kathleen Zdonowski as Council Vice-President**. Amy Richard made a second to the Motion. There were no further Motions for Council Vice-President. Voting results were as follows:

	Yea	Nay	Abstain
Amy Richard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Robin Davis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cindy Hower	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Gosnell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kathleen Zdonowski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carl Zito	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rosemarie Wenzelberger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Appointments

- Amy Richard stated that a list of appointments have been provided to each council member for their review. Ms. Richard asked whether there were any questions, changes or other suggestions in connection with the appointments. Ms. Richard asked if anyone had other suggestions. There were none. Ms. Richard asked for a Motion to approve the Appointments as listed.
- **Motion** by Carl Zito, Seconded by Joe Gosnell to approve the Appointments as listed. Voting results were as follows:

	Yea	Nay	Abstain
Amy Richard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Robin Davis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cindy Hower	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Gosnell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kathleen Zdonowski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carl Zito	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rosemarie Wenzelberger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

APPOINTMENTS FOR 2018

- Anita Caughey as Borough Secretary/Treasurer
- Anita Caughey as Open Records Officer
- Anita Caughey as Interim Tax Collector
- John Soloe as Chief of Police
- John Soloe as Zoning Officer
- Alex Hennings as Director of Public Works
- Amy Richard as Emergency Management Coordinator
- Robin Abbate to Manage and Update Borough Webpage
- Forks Township Fire Company for Stockertown’s Fire Protection
- Nazareth Ambulance as Stockertown’s Emergency Responder
- Gary Asteak as the Borough Solicitor
- Fees for Service of Asteak Law Firm for 2018
- Keystone Consulting Engineers as the Borough Engineer
- Keystone Consulting Engineers 2018 Fees for Service
- Keystone Code Enforcement as Sewage Enforcement Officer
- Keystone Code Enforcement 2018 Fees for Services
- SC Engineers as the WWTP Engineer
- Fees for Service of SC Engineers
- Kevin Frank as Wastewater Treatment Operator
- Fees for Service of Kevin Frank at the same rate as 2017

- Kathleen Zdonowski as Secretary for the Planning Commission
- Katie Santiago as the Vacancy Board Chair
- H.A. Berkheimer as the Tax Collector for Local Services Tax (LST)
- H.A. Berkheimer as the Collector for Delinquent Earned Income Tax (EIT)
- Amy Richard as Tax Collection Commission Delegate
- Kathleen Zdonowski as Tax Collection Commission Delegate Alternate
- C. Jane Bachman, CPA as the Independent Accountant for Annual Audit purposes
- C. Jane Bachman to proceed with the 2017 Audit
- Paychex, Inc. as the Payroll Provider
- Charles Davis as the Nazareth Council of Government Delegate
- Joe Gosnell as the Nazareth Council of Government Delegate Alternate
- Rosemarie Wenzelberger as Delegate to the Bushkill Conservancy
- Sean Dooley as Lehigh Valley Economic Development Corp. Local Government Representative

Public Comment

- Eric Wenzelberger of Center Street inquired as to whether County Waste had given the Borough the \$5,000 promised. He was advised that the Borough was in receipt of the money.

Council Comment

- Robin Davis stated that she is not pleased with the service from County Waste. She would like council to have a meeting with the owners in a month or two if the service does not improve.
- Rosemarie Wenzelberger requested that the snow emergency signs be put back on Center Street. Chief John Soloe stated that they were removed because there was no sense in having a snow emergency on one block in the Borough. There is no need for that street to be a snow emergency. There was an extensive discussion among Council members which was followed by a vote to reinstall the signs. The vote went as follows:

	Yea	Nay	Abstain
Amy Richard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Robin Davis	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cindy Hower	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Gosnell	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kathleen Zdonowski	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carl Zito	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rosemarie Wenzelberger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Majority voted against reinstalling the snow emergency signs. Vote was 4 to 3.

Secretary / Treasurer Report

- **Motion** by Kathleen Zdonowski, Seconded by Robin Davis to approve the Budget Meeting Minutes of December 13, 2017 as written. Motion carried unopposed
- **Motion** by Kathleen Zdonowski, Seconded by Carl Zito to approve the accounts payable for the General Fund and the Sewer Fund as of January 2, 2018. Motion carried unopposed.
- **Statements of Financial Condition** were distributed to each Council Member.

Mayor Report

- Mayor Charlie Davis had nothing to report.

Police

- Chief John Soloe read the Calls for Service Report for the month of December, 2017. He stated that there were 3 Criminal Arrests; 2 Motor Vehicle Accidents; 6 Suspicious Persons; 3 Ambulance Assists; 4 Search Warrants Served; 94 Traffic Summonses; 32 Traffic Warnings along with miscellaneous calls for a total of 216 calls for the month of December. OIC Eric Schwab prepared a breakdown of the Calls for Service for 2017. He stated that there were 2,433 calls for the year. Officer Schwab also prepared a breakdown of arrests and informed Council that there were 47 arrests in 2017 which is a substantial increase over previous years.
- Officer Schwab demonstrated the new gun and holster purchased for the Police Department.

Public Works

- Alex Hennings, Director of Public Works, provided a Summary Report for Council to review explaining previous and up-coming work performed throughout the Borough.

Agenda

- The end of the year bank statement balances as of December 28, 2017 was read aloud for public record. The balances are as follows:

<u>Accounts</u>	<u>Amount</u>
General Fund Savings	\$275,325.02
General Fund Checking	\$2,632.91
Sewer Fund Savings	\$51,706.99
Sewer Fund Checking	\$26,181.63
Real Estate Tax Account	\$3,000.42
Money Market Account	\$438,917.09

Centennial Fund	\$903.90
Recreation Fund	\$3,101.46
Highway Aid Checking	\$325.30
Fire Truck Fund	\$3,547.92
Escrow Account	\$100.00
Debit Card Account	\$2,000.00

Investment Fund and CD Breakdown as of December 28, 2017

General Fund	\$146,166.32
Sewer Fund	\$555,405.60
Fire Prevention Fund	\$17,539.26
Centennial Fund	<u>\$11,692.94</u>
Total Investments	\$730,804.12

- Council discussed closing the Centennial Fund and depositing the amount of \$903.90 into the General Fund Savings Account. Amy Richard stated that there are additional funds in the Money Market account which is allocated to the Centennial Fund if needed. Council agreed to close the Centennial Fund account.
- **Motion** by Joe Gosnell, Seconded by Kathleen Zdonowski to close the Centennial Fund and deposit the funds into the General Fund Savings Account. Motion carried unopposed.

Adjournment

- **Motion** by Joe Gosnell, Seconded by Carl Zito to adjourn the Council Meeting at 8:25 PM. Motion carried unopposed.

The next regular meeting of Borough Council will be held on January 15, 2018

The foregoing was approved the **15th** day of **January, 2018**.

President of Council

Attest:_____