

**STOCKERTOWN BOROUGH COUNCIL  
MINUTES OF JANUARY 4, 2016  
BOROUGH REORGANIZATION MEETING**

THE BOROUGH OF STOCKERTOWN HELD ITS REORGANIZATION MEETING ON MONDAY, JANUARY 4, 2016, AT 7:30 PM AT BOROUGH HALL.

**Attendance**

- Council Members present were: Amy Richard, Kathleen Zdonowski, Robin Davis, Joe Gosnell, Cindy Hower and Carl Zito. Rosemarie Wenzelberger was absent.
- Mayor Charlie Davis and Borough Secretary/Treasurer Anita Caughy were present.
- Solicitor Gary Asteak was present along with Chief John Soloe and OIC Eric Schwab.

**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 Cindy Hower and Joe Gosnell prior to the beginning of the meeting. Amy Richard and Kathleen Zdonowski took their oath of office at Magisterial District Judge John Capobianco's Office 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**. Kathleen Zdonowski made a second to the Motion. There were no further Motions for Council President. Voting results were as follows:

	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
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"/>

**Open nominations for Council Vice President**

- **Motion** by Robin Davis to nominate **Kathleen Zdonowski as Council Vice-President**. Joe Gosnell 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"/>

**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. Robin Davis questioned the appointment of Katie Santiago as the Vacancy Board Chair. Ms. Richard advised her that this position has been vacant and needed to be filled and Ms. Santiago agreed to fill this position. 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"/>

**APPOINTMENTS FOR 2016**

- Anita Caughy as Borough Secretary/Treasurer
- Anita Caughy as Open Records Officer
- Anita Caughy as Interim Tax Collector
- John Soloe as Chief of Police
- John Soloe as Zoning Officer
- Alex Hennings as Director of Public Works
- Alex Soloe 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 2016
- Keystone Consulting Engineers as the Borough Engineer

- Keystone Consulting Engineers 2016 Fees for Service
- Keystone Code Enforcement as Sewage Enforcement Officer
- Keystone Code Enforcement 2016 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 2015
- 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 2015 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 questioned whether the list of appointments would be available. He was advised by Amy Richard that they would be listed in the Council Minutes.

### **Council Comment**

- There were no Council comments

### **Secretary / Treasurer Report**

- **Motion** by Carl Zito, Seconded by Joe Gosnell to approve the Council Meeting Minutes of December 21, 2015, as written. Motion carried unopposed.
- **Motion** by Kathleen Zdonowski, Seconded by Carl Zito to approve Accounts Payable for the General Fund and Sewer Fund through January 4, 2016. Motion carried unopposed.

### **Mayor Report**

- The Mayor had nothing to report.

### **Police Report**

- Chief John Soloe read the Call Service Report from December 1, 2015 to December 31, 2015. He stated that there were 3 suspicious persons complaints, 127 traffic summons, 50 traffic warnings, theft and narcotics possession along with miscellaneous calls for a total of 213 calls. Chief Soloe stated that there are a total of 1,634 incidents for the 2015 year.

### **Zoning Report**

- John Soloe stated that legal action has been started against Widow's Tavern with regard to their sign. He is waiting for a court date.

### **Solicitor Report**

- Solicitor Asteak had nothing to report.

### **Agenda**

- A sample outline for the Wellness Benefit Program to be added to the Borough Handbook was distributed to each Council member for their opinion and any suggestions. All members agreed with the wording. Amy Richard asked for a Motion to approve the outline as written.
- **Motion** by Joe Gosnell, Seconded by Carl Zito to approve the outline of the Wellness Benefit Program to be added to the Borough Employees Handbook. Motion carried unopposed.
- Solicitor Asteak stated that an Administrator needed to be appointed to run the Wellness Program. Amy Richard asked for a Motion to appoint Anita Caughy as the Administrator for the Wellness Program.
- **Motion** by Carl Zito, Seconded by Robin Davis to add Anita Caughy to the appointments as the Wellness Benefit Program Administration for 2016. Motion carried unopposed.
- **Motion** by Robin Davis, Seconded by Kathleen Zdonowski to appoint Amy Richard as the alternate Administrator for the Wellness Benefit Program for 2016. Motion carried unopposed.
- Amy Richard read the ending bank balance for 2015. She was pleased with the remaining balance in the Savings Funds. Ms. Richard stated that the General Fund balance is after the Borough reimbursed R.C. Lonestar \$25,000 of the amount due them for overpayment of their 2015 real estate taxes. A balance of \$8,800 is still due to Lonestar.

- The end of the year Bank Account Balances are as follows:

<b><u>BANK BALANCE AS OF 12-31-2015</u></b>	
General Fund Savings	\$153,375.06
General Fund Savings	\$ 60,481.19
Sewer Fund Savings	\$101,359.29
Sewer Fund Checking	\$ 67,914.00
Real Estate Tax Account	\$ 1,368.96
Special Sign Fund	\$ 0.00 (Closed)
Rails to Trails Fund	\$ 0.00
Centennial Fund	\$ 4,480.95
Recreation Fund	\$ 100.62
Highway Aid Checking	\$140,131.40
Fire Truck Fund	\$ 3,541.51

### **Old, New or Unfinished Business**

- Robin Davis asked what would be done with the money in the Centennial Fund. Amy Richard stated that the remaining Memory Books would be donated to the local library but there were no plans for the money in the account at this time. Robin Davis suggested that since the Stockertown Youth Association has not agreed to donate any funds to the restoration of Newhart Park, that these funds be used for that purpose. Curtains for the Pavilion were suggested along with other projects. Amy Richard stated that council should look into these suggestions for a spring project.
- **Motion** by Robin Davis, Seconded by Carl Zito to use the Centennial Fund for improvements at Newhart Park. Improvements to be decided at a later date. Motion carried unopposed.

### **Adjournment**

- **Motion** by Robin Davis, Seconded by Carl Zito to adjourn the Council Meeting at 8:00 PM. Motion carried unopposed.

The next regular meeting of Borough Council will be held on Tuesday, January 19, 2016 at 7:30 PM.

The January 19, 2016 Council Meeting was cancelled.

The foregoing was approved the **1st** day of February, 2016.

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President of Council

Attest: \_\_\_\_\_