

**STOCKERTOWN BOROUGH COUNCIL  
REORGANIZATION MEETING  
MINUTES OF JANUARY 6, 2020**

THE BOROUGH OF STOCKERTOWN HELD A REORGANIZATION MEETING ON MONDAY, JANUARY 6, 2020 AT 7:30 PM AT BOROUGH HALL.

**Attendance**

- Council Members present were: Amy Richard, Kathleen Zdonowski, Cindy Hower, Joe Gosnell, Pamela Davis, and Rosemarie Wenzelberger. Carl Zito was absent due to medical issues.
- Mayor Ken Zemencsik and Borough Secretary/Treasurer Anita Caughy were present.
- Attorney Steve Mills, Asst. Chief Eric Schwab and John Soloe were present.

**The Meeting was called to order by Mayor Ken Zemencsik at 7:30 PM**

**Pledge of Allegiance**

**Oath of Office**

Mayor Zemencsik administered the oath of office to the recently elected/re-elected council members Pam Davis, Cindy Hower and Joe Gosnell prior to the meeting.

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

**Open nominations for Council President**

- **Motion** by Kathleen Zdonowski to nominate **Amy Richard as Council President**. Pam Davis 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"/>
Pam 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 (absent)	<input 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 Amy Richard to nominate **Kathleen Zdonowski as Council Vice-President**. Cindy Hower 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"/>
Pam 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 (absent)	<input 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 Joe Gosnell, Seconded by Pam Davis 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"/>
Pam 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 (absent)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rosemarie Wenzelberger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**APPOINTMENTS FOR 2020**

- Anita Caughy as Borough Secretary/Treasurer
- Anita Caughy as Open Records Officer
- Anita Caughy as Interim Tax Collector
- Eric Schwab as Assistant 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 2020
- Keystone Consulting Engineers as the Borough Engineer
- Keystone Consulting Engineers 2020 Fees for Service
- Keystone Code Enforcement as Sewage Enforcement Officer
- Keystone Code Enforcement 2020 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 2020
- 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 2019 Audit
- Deluxe Payroll as the Payroll Provider
- Ken Zemencsik 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**

- There were no public comments.

### **Council Comment**

- There were no Council comments

### **Secretary / Treasurer Report**

- **Motion** by Kathleen Zdonowski, Seconded by Pam Davis to approve the Council Meeting Minutes of December 16, 2019 as written. Motion carried unopposed

- **Motion** by Kathleen Zdonowski, Seconded by Joe Gosnell to approve the accounts payable for the General Fund and the Sewer Fund as of January 6, 2020. Motion carried unopposed.
- Pie Chart for 2020 Expenses was distributed to each Council Member
- Statements of Financial Condition were distributed to each Council Member.
- Bank Balances as of 12-31-2019 were read aloud. They are as follows:

○ General Fund Savings	\$333,043.94
○ General Fund Checking	\$25,433.94
○ Sewer Fund Savings	\$16,590.83
○ Sewer Fund Checking	\$27,626.02
○ Real Estate Tax Account	\$4,598.67
○ Recreation Fund	\$3,104.97
○ Highway Aid Checking	\$63,296.49
○ Fire Truck Fund	\$3,553.86
○ Debit Card Account	\$2,552.65
○ Money Market Account	\$331,968.32
○ CD	\$306,606.67
○	
○ Police Reserve Fund	\$30,219.17
○ Public Works Reserve Fund	\$35,251.34
○ Current Sewer Loan Balance	\$726,799.36

### **Mayor Report**

- Mayor Zemencsik had nothing to report.

### **Police**

- Asst. Chief Eric Schwab read out the calls for service report from December 1, 2019 to December 31, 2019. He stated that there were 2 Arrests, one for narcotics; 4 Suspicious persons; 1 Search Warrant; 39 Traffic Summonses; 9 Traffic Warning, along with Miscellaneous calls for a total of 91. Asst. Chief Schwab prepared a report listing arrests and traffic citations from 2011 to 2019. Arrests in the Borough went from 2 in 2011 to 114 in 2019 which he stated were mainly narcotics arrests.
- Asst. Chief Schwab introduced Officer Nick Ross to Council as well as Ismael Ramos who the Police Department is looking to hire. John Soloe stated that he had the opportunity to interview Mr. Ramos and felt that he would be a great addition to the Borough.

### **Public Works**

- Director of Public Works, Alex Hennings, provided Council with a list of items which have been completed throughout the Borough as well as items which are scheduled to be done in the upcoming year.

## Solicitor

- Attorney Steve Mills from Gary Asteak's Office attended the Council Meeting on his behalf. The License Agreement between Stockertown and Norfolk Southern Railway Co was reviewed by Attorney Asteak. Attorney Asteak provided a letter explaining that he reviewed the Agreement which stated that Norfolk Southern Railway would grant the Borough the right to install, construct, maintain and operate a 12" gravity sewer pipeline as well as a 12" iron gravity sewer pipe crossing with a 24" steel casing pipe which is needed to hook up to Easton Sewer Authority. In consideration for the License Agreement, Norfolk requires the payment of a \$1,000 Risk Financing Fee and a one-time License Fee in the amount of \$49,000. Jeff Morgan from SC Engineering is trying to negotiate a lower rate for the License Fee.

## Agenda

- A letter from Entech Engineer was distributed to Council informing them that Entech has sent a donation on behalf of Stockertown Borough to the Northampton County SPCA in hopes of spreading some holiday joy and ease the burdens on local resources. Amy Richard expressed her appreciation to Entech for this gesture.

## Executive Session

- **Motion** by Joe Gosnell, Seconded by Cindy Hower to enter into executive session at 7:50 PM for personnel issues. Motion carried unopposed
- **Motion** by Joe Gosnell, Seconded by Kathleen Zdonowski to exit executive session and enter back into regular session at 8:12 PM. Motion carried unopposed
- **Motion** by Pam Davis, Seconded by Kathleen Zdonowski to offer Ismael Ramos a position with the Stockertown Police Department. Motion carried unopposed.

## Adjournment

- **Motion** by Joe Gosnell, Seconded by Kathleen Zdonowski to adjourn the Council Meeting at 8:13 PM. Motion carried unopposed.

The next regular meeting of Borough Council will be held on January 20, 2020. Council Meeting for January 20, 2020 was cancelled.

The foregoing was approved the **3rd** day of **February, 2020**.

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President of Council

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