

Black Creek Township Reorganization Meeting Minutes
Held Tuesday, January 3rd, 2023 at 6.00pm
At the Black Creek Township Municipal Building

Attendance. Lupcho, Rohrbach, Tombasco, Present.

Pledge of Allegiance

Public Comment on Agenda Items. There is a 5-minute time limit
You may stand at your seat or come forward to the podium to comment.

Temporary Chairperson. A motion made by Supervisor Lupcho to appoint Supervisor Rohrbach as the temporary chairperson, seconded by Supervisor Tombasco.
All in Favor.

Chairperson. A motion made by Supervisor Tombasco that Supervisor Rohrbach be appointed as chairperson, seconded by Supervisor Lupcho.
All in Favor.

Vice-Chairperson. A motion made by Supervisor Rohrbach that Supervisor Tombasco be appointed for vice-chairperson, seconded by Supervisor Lupcho.
All in Favor.

Secretary/Treasurer. A motion made by Supervisor Rohrbach that Supervisor Lupcho be appointed as secretary/treasurer, seconded by Supervisor Tombasco.
All in Favor.

Treasurer Bond. A motion made by Supervisor Rohrbach that the treasurer bond be set at \$350,000 (\$350,000 in 2022), seconded by Supervisor Tombasco.
All in Favor.

Road Master. (in 2022 Rohrbach and Lupcho)
A motion made by Supervisor Tombasco that Supervisor Rohrbach and Supervisor Lupcho be appointed as road masters, seconded by Supervisor Lupcho.
All in Favor.

Convention Delegate. (in 2022 Lupcho) A motion made by Supervisor Rohrbach that Supervisor Lupcho be appointed convention delegate, seconded by Supervisor Tombasco.
All in Favor.

Meeting Dates and Times (in 2022 the 1st Thursday of the month at 6.00pm). A motion made by Supervisor Rohrbach to hold the meetings on the 1st Thursday of the month at 6.00pm, seconded by Supervisor Lupcho.
All in Favor.

Work Sessions (in 2022, the 1st Thursday at 5.30pm, as needed. A motion made by Supervisor Rohrbach to hold work sessions the 1st Thursday at 5.30pm, seconded by Supervisor Tombasco.
All in Favor.

Planning Commission Meeting Dates and Times (in 2022 the first Tuesday of the month at 6.00pm, as needed). A motion made by Supervisor Rohrbach to hold the meetings the first Tuesday of the month at 6.00pm, as needed, seconded by Supervisor Lupcho.
All in Favor.

Appointments.

Depository Bank. (in 2022 Truist, formerly BB&T)
A motion made by Supervisor Rohrbach that Truist, formerly BB&T be the depository bank, seconded by Supervisor Tombasco.
All in Favor.

Depository for Local Tax Services. (in 2022 Berkheimer)
A motion made by Supervisor Rohrbach that Berkheimer be the depository for local tax services, seconded by Supervisor Lupcho.
All in Favor.

Township Solicitor. (in 2022 Sean Logsdon)
A motion made by Supervisor Rohrbach to appoint Sean Logsdon as township solicitor, seconded by Supervisor Tombasco.
All in Favor.

Township Engineer. (in 2022, Barry Isset and Associates, INC)
A motion made by Supervisor Rohrbach to appoint Barry Isset and Associates, INC as the township engineer. The motion was seconded by Supervisor Lupcho
All in Favor.

Special Projects Engineer. (in 2022 Lehigh Engineering)
A motion made by Supervisor Rohrbach to appoint Lehigh Engineering as an alternate engineer, seconded by Supervisor Tombasco.
All in Favor.

Auditor. (in 2022 Herring, Roll and Solomon)
A motion made by Supervisor Rohrbach to appoint Herring, Roll and Solomon as auditor, seconded by Supervisor Lupcho.
All in Favor.

Sewage Enforcement Officer. (in 2022 Brior Environmental Services)
A motion made by Supervisor Rohrbach to appoint Brior Environmental Services as SEO, seconded by Supervisor Tombasco.

All in Favor.

Alternate Sewage Enforcement Officer. (in 2022 Robert Fugate)

A motion made by Supervisor Rohrbach to appoint Robert Fugate as alternate SEO, seconded by Supervisor Lupcho.

All in Favor.

Pension Plan Administrator.

A motion made by Supervisor Rohrbach to appoint the Treasurer as pension plan administrator, seconded by Supervisor Tombasco.

All in Favor.

Zoning Hearing Board Member. (term up for Denise Davis)

A motion made by Supervisor Rohrbach to appoint Denise Davis to the zoning board for a 5-year term, January 1st, 2023 to December 31st, 2027, seconded by Supervisor Lupcho.

All in Favor.

Alternate Zoning Hearing Board Member (in 2022 Keith Hutton)

A motion made by Supervisor Rohrbach to appoint Keith Hutton as an alternate member to to the zoning board, seconded by Supervisor Tombasco

All in Favor.

Planning Commission Member. (term up for Dr. Saura Rohrbach)

A motion made by Supervisor Tombasco to appoint Dr. Saura Rohrbach to the planning committee for a 5-year term January 1st, 2023 to December 31st, 2027, seconded by Supervisor Lupcho.

All in favor.

UCC Board (term up for Brad Kowalski)

A motion made by Supervisor Rohrbach to appoint Brad Kowalski to the UCC Board for a 5-year term January 1st, 2023 to December 31st, 2027, seconded by Supervisor Tombasco.

All in Favor.

Zoning/Code Enforcement Officer. (in 2022 Lehigh Engineering)

A motion made by Supervisor Rohrbach to appoint Lehigh Engineering as Zoning/Codes Officer, seconded by Supervisor Lupcho.

All in Favor.

Secondary Code Enforcement Officer. (in 2022 Jake Dohmen)

A motion made by Supervisor Rohrbach to appoint Jake Dohmen as Zoning/Codes Officer, seconded by Supervisor Tombasco.

All in Favor.

Secondary Zoning Officer. (in 2022 Barry Isset and Associates, INC)

A motion made by Supervisor Rohrbach to appoint Barry Isset and Associates, INC as Secondary Zoning Officer, seconded by Supervisor Lupcho.

All in Favor.

Vacancy Board. (in 2022 Joyce Knies)

A motion was made by Supervisor Rohrbach to appoint Joyce Knies as vacancy board, seconded by Supervisor Tombasco

All in Favor.

Right to Know Officer. (in 2022 Rachel Lipski)

A motion made by Supervisor Rohrbach to appoint Rachel Lipski as RTK Officer, seconded by Supervisor Lupcho.

All in Favor.

Building Inspector. (in 2022 Lehigh Engineering)

A motion made by Supervisor Rohrbach to appoint Lehigh Engineering as Building Inspector, seconded by Supervisor Tombasco.

All in Favor.

Fire Chief. (in 2022 Joe Lescowitch)

A motion made by Supervisor Rohrbach to appoint Joe Lescowitch as Fire Chief, seconded by Supervisor Lupcho.

All in Favor.

Emergency Management Coordinator. (in 2022 Steve Motil)

A motion made by Supervisor Rohrbach to appoint William Singley, Jr. as Emergency Management Coordinator, seconded by Supervisor Tombasco.

All in Favor.

Deputy Emergency Management Coordinator. (in 2022 William Singley, Jr.)

A motion made by Supervisor Rohrbach to appoint Steve Motil as Deputy Emergency Management Coordinator, seconded by Supervisor Lupcho.

All in Favor.

Flood Plain Manager. (in 2022 Lehigh Engineering)

A motion made by Supervisor Rohrbach to appoint Lehigh Engineering as Flood Plain Manager, seconded by Supervisor Tombasco.

All in Favor.

Short Term Disability Provider. (in 2022 The Hartford)

This policy will cover all full-time employees.

A motion made by Supervisor Rohrbach to approve retaining The Hartford as our short-term disability provider, seconded by, Supervisor Lupcho.

All in Favor.

Employees Raises.

Determined by employee evaluations.

Rachel Lipski - \$15.50 Per Hour (\$1.50 Raise)

John Ross – 4% Raise

Ronald Young II - \$18.00 Per Hour

A motion made by Supervisor Rohrbach and seconded by Supervisor Tombasco to give the above-mentioned raises.

All in Favor.

Tax Mills. (in 2022 .72 mills)

A motion made by Supervisor Rohrbach to set the tax mills at ,72, seconded by Supervisor Lupcho.

All in Favor.

Board Terms.

Zoning Hearing Board, 5-year terms.

- Denise Davis 01/01/2021-12/31/2022
- LeighAnn Feola 04/07/2022-12/31/2023
- Edward Vergari 01/01/2020-12/31/2024
- Mary Jo Kulig 01/01/2021-12/31/2025
- Robert Stochel Jr. 01/01/2022-12/31/2026

Planning Commission, 5-year terms.

- Dr. Saura Rohrbach 02/06/2020 – 12/31/2022
- William AuBuchon 02/06/2020 – 12/31/2023
- Eric Jensen 02/06/2020 – 12/31/2024
- Mary Catherine Bachman 01/01/2021 – 12/31/2025
- Sarah Fountain 01/01/2021 – 12/31/2026

Uniform Construction Code Board, all terms began May 5th, 2022 and end the following dates.

- Brad Kowalski 12/31/2022
- Josh Winters 12/31/2023
- Brian Rebarchak 12/31/2024
- Brian Mummey 12/31/2025
- William Lescowitch 12/31/2026

International Property Maintenance Code Appeals Board, all terms began July 7th, 2022 and end the following dates (3-year term).

- Sarah Fountain 12/31/2022
- Mary Catherine Bachman 12/31/2023
- William AuBuchon 12/21/2024

The Regular Black Creek Township Board of Supervisors Meeting immediately proceeded the above meeting.