

ROSS TOWNSHIP REORGANIZATION MEETING  
AND SUPERVISORS MEETING  
JANUARY 4, 2021  
In Person & Audio

The Ross Township Reorganization Meeting was called to order by Chairwoman Tina Drake at 7:00PM. Vice Chairman David Shay and Supervisor James Zahoroiko were in attendance along with Solicitor Timothy McManus.

The Pledge of Allegiance was recited by all present.

First on the agenda was to nominate a Temporary Chairman. Vice Chairman Shay nominated Tina Drake as Temporary Chairman. A motion was made by Supervisor James Zahoroiko to nominate and elect Tina Drake as Chairwoman, seconded by Vice Chairman David Shay and carried. A motion was made by Supervisor James Zahoroiko to nominate and elect David Shay as Vice Chairman, seconded by Chairwoman Tina Drake and carried.

**Vice Chairman Shay made a motion to nominate the following, seconded by Supervisor Zahoroiko and carried:**

Appoint Ethan Brewer as Road Foreman.

Appoint Timothy McManus of Cramer, Swetz, McManus & Jordan as Township Solicitor.

Appoint representative from Cramer, Swetz, McManus & Jordan as Alternate Solicitor. If conflict, appoint Michael Gaul as second Alternate Solicitor.

Appoint James Fareri of Newman Williams as Zoning Hearing Board Solicitor.

Appoint representative from Newman Williams as Alternate Zoning Hearing Board Solicitor.

Appoint Ryan Engler as Sewage Enforcement Officer.

Appoint Jonathan Shupp as Alternate Sewage Enforcement Officer.

Appoint Michael Gaul of King, Spry, Herman, Freund & Faul as Planning Commission Solicitor.

Appoint representative of King, Spry, Herman, Freund & Faul as Alternate Planning Commission Solicitor. If conflict, representative from Cramer, Swetz, McManus & Jordan as second Alternate Solicitor.

Appoint Secretary/Treasurer Danielle Romano as Open Records Officer.

Appoint Brian Stankovich as Emergency Management Coordinator.

Appoint Chairwoman Drake as WEPOSC representative (until another representative is appointed).

Appoint Michael Galler as Alternate Zoning Hearing Board Member.

Appoint any of the Ross Township Supervisors as the PSATS Delegate to attend the Annual Education Conference.

Appoint Kirk, Summa & Company, LLP as CPA Firm to perform Ross Township 2020 Audit.

**Chairwoman Drake made a motion to nominate the following, seconded by Vice Chairman Shay and carried:**

Appoint Supervisor Zahoroiko as Alternate WEPOSC Representative.

Appoint Supervisor Zahoroiko as Pocono Mountain Council of Government Representative.

**Supervisor Zahoroiko made a motion to nominate the following, seconded by Vice Chairman Shay and carried:**

Appoint Danielle Romano as Secretary/Treasurer.

Appoint Chairwoman Drake or any available Supervisor as Voting Delegate to the State Convention.

Appoint Chairwoman Drake as CJERP Regional Planning Committee Voting Member.

**Vice Chairman Shay made a motion to nominate the following, seconded by Chairwoman Drake and carried:**

Appoint Roger Christman as CJERP Regional Planning Committee second member.

**Supervisor Zahoroiko made a motion to nominate the following, seconded by Chairwoman Drake and carried:**

Appoint Russell Kresge of KCE as Township Engineer. (Opposed by Vice Chairman Shay)

Appoint Nate Oiler of RKR Hess as Alternate Township Engineer.

Appoint Shawn McGlynn/SFM Consulting as Zoning Officer/Building Code Official/UCC Inspector. (Opposed by Vice Chairman Shay)

Appoint representative of SFM Consulting as Alternate Zoning Officer/Building Code Official/UCC Inspector. (Opposed by Vice Chairman Shay)

Appoint Randy Detrick as Vacancy Board Member. (Opposed by Vice Chairman Shay)

Appoint Carl Biechy as Alternate Zoning Hearing Board Member.

**Chairwoman Drake made a motion to nominate, seconded by Supervisor Zahoroiko and carried:**

Appoint Vice Chairman Shay as the Delegate to the Monroe County Tax Committee.

A Motion was made by Chairwoman Drake to appoint UCC Joint Board of Appeals Member at a future Board of Supervisors Meeting. Motion seconded by Vice Chairman Shay

**Vice Chairman Shay made a motion to nominate the following. Motion not carried.**

Howard Beers as Part Time Zoning Officer; 12 hours a week, rate of \$25.00 per hour.

Keller Zoning & Inspection Services, Barry Isett & Associates and Lehigh Valley Inspection Services as Building Code Inspectors.

Frank Piraino as Vacancy Board Member.

**SET WAGES:**

A motion was made by Vice Chairman Shay to increase the Labor/Operator rate 3%, seconded by Supervisor Zahoroiko and carried.

The Part Time Laborer/Operator Snow Removal Driver, rate at \$19.00 per hour was set at the Board of Supervisors meeting held on December 7, 2020.

**ESTABLISH:**

A motion was made by Vice Chairman Shay to keep Township depository funds with the same Financial Institutions; First Northern Bank and Trust Company and PLGIT, motion seconded by Supervisor Zahoroiko and carried.

A motion was made by Vice Chairman Shay to increase the amount of the Treasurer's Bond from \$500,000.00 to \$800,000.00, seconded by Supervisor Zahoroiko and carried.

A motion was made by Vice Chairman Shay to keep the Holiday and Benefit Policy the same as 2020, seconded by Supervisor Zahoroiko and carried.

A motion was made by Vice Chairman Shay to set the Mileage Compensation at the 2021 Federal Allowed Rate, .56 cents a mile, motion seconded by Chairwoman Drake and carried.

**MONTHLY MEETING DATE & TIME:**

The Ross Township Board of Supervisors Meetings will be held the first Monday of the month at 7PM at the Township Municipal Building. If it falls on a holiday, the meeting will be held on the following Monday. The motion was made by Chairwoman Drake, seconded by Vice Chairman Shay and carried.

**The Ross Township Reorganization Meeting was concluded at 7:30PM.**

**The Ross Township Supervisors Meeting was called to order by Chairwoman Tina Drake at 7:31PM.** In attendance were Vice Chairman David Shay, Supervisor James Zahoroiko and Solicitor Timothy McManus.

The minutes of the December 7, 2020 Supervisors meeting were approved as presented by motion of Supervisor Zahoroiko, seconded by Vice Chairman Shay and carried.

A motion was made to approve the current Treasurer's Report by Vice Chairman Shay, seconded by Supervisor Zahoroiko and carried.

**OLD BUSINESS:**

**Resident Dave Trout Protective Barrier:**

Supervisor Zahoroiko addressed the estimates received for new and also used post. Road Foreman Ethan Brewer provided additional information and stated an additional quotes will be received. The Board of Supervisors discussed the information. A motion was made by Chairwoman Drake to wait till the additional quote is received, motion seconded by Vice Chairman Shay. (Opposed by Supervisor Zahoroiko, due to opposition of time extension). Motion carried. Further discussion on this matter will take place at the Board of Supervisors meeting February 1, 2021.

**No Old Business from the Board of Supervisors.**

**OPEN TO THE PUBLIC:**

Resident Mike Galler, 198 High Point Drive:

Mr. Galler questioned the party responsible for updates to the Township website. Chairwoman Drake responded, Secretary/Treasurer Danielle Romano and Tax Collector Sharon Steen update information as instructed by the Board of Supervisors. Mr. Galler requested to have the Treasurers Report as part of the Agenda at future Township meetings available to the public. The Board of Supervisors addressed the request. The Treasurer's Report along with the Bills Paid will be made available at future meetings. Mr. Galler also expressed his disappointment with the appointment of the Zoning Officer at the Reorganization meeting.

Resident Dawn Galler, 198 High Point Drive:

Resident Mrs. Dawn Galler questioned why the meeting was being held by Audio Conference. The question was addressed by the Board of Supervisors and Solicitor McManus. Due to the current restrictions and limitations, 10% capacity would be permitted in the Township conference room. Remote meetings are held in addition to in-person meetings so everyone has the opportunity to participate. Mrs. Galler expressed her frustration with; her observation of the Board of Supervisors lack of communication, the 2020 Zoning Officer, in addition to the appointment of the 2021 Zoning Company and Zoning Officer. During the discussion between Mrs. Galler and the Board of Supervisors, inappropriate language had been used by Mrs. Galler toward Supervisor Zahoroiko.

**NEW BUSINESS:**

PADEP-American Lung Assoc.-Letter/Offer of Radon Test Kit for Residents:

Chairwoman Drake and the Board of Supervisors discussed an email received from the American Lung Association. Chairwoman Drake stated working together with Secretary/Treasurer Danielle Romano to complete the required documentation for the American Lung Association and to distribute information to interested residents/homeowners.

2021 Zoning Hours:

Vice Chairman Shay discussed the 2021 Zoning Officer's allotted Township hours. The proposed weekly hours committed will be six. If the Zoning Officer would require any additional hours, the request would be addressed by the Board of Supervisors for approval. The Zoning Officer will be required to provide a weekly activity report to the Board of Supervisors.

2021 Payroll Forfeit:

Chairwoman Drake stated she will be forfeiting her 2021 monthly payroll from the Township, in effort to help meet budget demands.

**PLANS:**

Blaine Silfies (Gunther Roy) Subdivision:

Resident Mr. Blaine Silfies presented plans to the Ross Township Planning Commission during their December 2020 meeting. The Board of Supervisors reviewed the documentation and recommendations provided by the Planning Commission. A motion was made by Vice Chairman Shay to approve the minor subdivision lot line adjustment, seconded by Chairwoman Drake and carried.

TKL Extension Request:

The documentation was reviewed by the Board of Supervisors. The extension request was discussed by the Board of Supervisors. Date of request 02/01/2021. A motion was made by Vice Chairman Shay to grant the February 1, 2021 extension request, seconded by Supervisor Zahoroiko and carried.

**ROAD FOREMAN REPORT:**

The report completed by Road Foreman Ethan Brewer was review by the Board of Supervisors. No questions or comments were addressed. Road Foreman Ethan Brewer requested clarification in regard to the COVID-19 Policy at the Township. There was much discussion from the Board of Supervisors and Solicitor McManus regarding the current COVID-19 CDC Businesses/Employers guidelines.

**CORRESPONDENCE:**

The list of Correspondence items were reviewed by the Board of Supervisors. Nothing to address, no comments were made.

**RECEIPTS & EXPENDITURES:**

After a review of the bills to be paid, a motion was made by Vice Chairman Shay to pay all current bills with the exception of Bureau Veritas. Motion not carried. A motion to pay all the current bills was made by Supervisor Zahoroiko, seconded by Chairwoman Drake and carried.

There being no further business, the motion to adjourn the meeting at 8:34PM was made by Vice Chairman Shay, seconded by Supervisor Zahoroiko and carried.

Respectfully submitted,

Danielle Romano  
Secretary/Treasurer