

ROSS TOWNSHIP REORGANIZATION & SUPERVISORS MEETING

January 6, 2025

The Ross Township Reorganization Meeting was called to order on January 6, 2025 at 6:01pm and was immediately followed by the Ross Township Board of Supervisors Meeting at 6:26pm. The meeting was held at the Township Municipal Building.

In attendance were Chairman James Zahoroiko and Vice Chairman David Shay. Supervisor Randy Detrick called in for the meeting. Solicitor Attorney Rich Campbell was also in attendance.

REORGANIZATION:

Chairman - Attorney Campbell was appointed as temporary Chairman to convene the 2025 Reorganization Meeting leading into a motion made by Supervisor Randy Detrick, seconded by Vice Chairman David Shay, to appoint James Zahoroiko as Chairman. The motion carried 2-0 with James Zahoroiko abstaining from the vote.

Vice Chairman - Chairman James Zahoroiko made a motion, seconded by Supervisor Randy Detrick, to appoint David Shay as Vice Chairman and carried 2-0 with David Shay abstaining from the vote. After this, Attorney Campbell passed the meeting back to Chairman James Zahoroiko to continue with the other appointments for Ross Township in 2025.

Secretary/Treasurer - A motion was made by Chairman James Zahoroiko, seconded by Supervisor Randy Detrick, to appoint Melissa Monaco and carried 3-0.

Road Foreman - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint Ethan Brewer and carried 3-0.

Township Solicitor - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint Eric Filer of King Spry Law Firm and carried 3-0.

Alternate Township Solicitor – A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint an alternative representative from King Spry Law Firm and carried 3-0.

Engineer - A motion was made by Vice Chairman David Shay, seconded by Chairman James Zahoroiko, to appoint Keystone Consulting Engineers and carried 3-0.

Alternate Engineer - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint Nate Oiler and carried 3-0.

Zoning & Codes Officer - A motion was made by Vice Chairman David Shay to appoint Lehigh Valley Inspection. There was no second to this motion. Chairman James Zahoroiko then made a motion to appoint SFM Consulting. Planning Commission Chairman Roger Christman was present and commented that he believed a new company should be appointed for Zoning and Building Codes as the Planning Commission has had issues with recent plans and individuals being provided varying information leading to complications. Chairman James Zahoroiko's motion to appoint SFM Consulting was seconded by Supervisor Randy Detrick and carried 2-1.

Alternate Zoning & Codes Officer – A motion was made by Chairman James Zahoroiko, seconded by Supervisor Randy Detrick to appoint SFM Consulting and carried 2-1.

Building Code Official/UCC Inspector – A motion was made by Vice Chairman David Shay to appoint Key Codes so there would be separate entities for the Zoning & Codes Officers and the Building Code

Official. There was no second to this motion. Chairman James Zahoroiko then made a motion to appoint SFM Consulting. This motion was seconded by Supervisor Randy Detrick and carried 2-1.

Alternate Building Code Official – A motion was made by Chairman James Zahoroiko, seconded by Supervisor Randy Detrick, to appoint SFM Consulting and carried 2-1.

Sewage Enforcement Officer – A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint Ryan Engler and carried 3-0.

Alternate Sewage Enforcement Officer - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint Jonathan Shupp of JLS Surveying LLC and carried 3-0.

Zoning Hearing Board Solicitor - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint James Fareri of Newman, Williams, Mishkin, Corvelyn, Wolfe & Fareri and carried 3-0.

Alternate Zoning Hearing Board Solicitor - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint an alternative representative from of Newman, Williams, Mishkin, Corvelyn, Wolfe & Fareri and carried 3-0.

Planning Commission Solicitor - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint Michael Gaul of King, Spry, Herman, Freund, Faul LLC and carried 3-0.

Alternate Planning Commission Solicitor - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint an alternative representative of King, Spry, Herman, Freund, Faul LLC and carried 3-0.

Planning Commission Secretary - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint Caroline Hoos and carried 3-0.

UCC Joint Board of Appeals Member - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint David Bray and carried 3-0.

Pocono Mountains Council of Governments Representative - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint James Zahoroiko and carried 3-0.

Voting Delegate to the Sate Convention - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint any available Supervisor and carried 3-0.

PSATS Delegate to attend Annual Education Conference - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint any available Supervisor and carried 3-0.

CJERP Regional Planning Committee Voting Member - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint James Zahoroiko and carried 3-0.

CJERP Regional Planning Committee Second Member - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint Roger Christman and carried 3-0.

Emergency Management Coordinator - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint Brian Stankovich and carried 3-0.

Vacancy Board Member - A motion was made by Vice Chairman David Shay to appoint Frank Piraino. There was no second to this motion.

Vacancy Board Member – A motion was made by Supervisor Randy Detrick, seconded by Chairman James Zahoroiko, to appoint David Trout and carried 2-1.

Open Records Officer - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint the Township Secretary and carried 3-0.

Delegate to the Monroe County Tax Committee – A motion was made by Supervisor Randy Detrick, Seconded by Vice Chairman David Shay, to appoint David Shay and carried 3-0.

AG Security Chairman – A motion was made by Supervisor Randy Detrick, seconded by Chairman James Zahoroiko, to appoint David Shay and carried 3-0.

CPA Firm for Annual Audit - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to appoint Kirk & Summa and carried 3-0.

Board of Supervisors Meetings - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to continue to hold Board of Supervisors Meeting at 6:00pm on the first Monday of the month, unless on a holiday in which case the meeting would be held the following Monday. The motion carried 3-0.

Township Workshop Meetings - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to hold as needed Workshop Meetings at 1:00pm on the last Wednesday of each month. The motion carried 3-0.

Financial Institution - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to continue using First Northern Bank for the Township's depository accounts and carried 3-0.

Mileage Reimbursement - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to reimburse mileage at the Federal rate of \$0.70/mile and carried 3-0.

Treasurer's Bond - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to set the Treasurer's Bond at \$800,000 and carried 3-0.

Road Department Pay Rate - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to increase the Road Department pay rate by 3% and carried 3-0.

Employee Benefits - A motion was made by Vice Chairman David Shay, seconded by Supervisor Randy Detrick, to maintain the existing holidays for employees to have off and current benefits package along with the addition that employees may add family members to the health insurance plan at a 50% cost. The motion carried 3-0.

Planning Commission – It was stated that no members of the Planning Commission are up for reappointment in 2025.

Earned Income Tax Liaison – A motion was made by Supervisor Randy Detrick, seconded by Chairman James Zahoroiko, to appoint David Shay and carried 3-0.

Being no further business for the Reorganization portion of the meeting, the meeting adjourned and the Board of Supervisors Regular Meeting began at 6:26pm.

OPEN TO PUBLIC:

Planning Commission Chairman Roger Christman came forward to inquire on the training of the new secretary for the Planning Commission and suggested that Secretary Caroline Hoos spend time shadowing at another Township to better understand the requirements of the role. Vice Chairman David Shay stated he would be in contact with Hamilton Township about Ms. Hoos meeting with them.

MINUTES REVIEW:

A motion to approve the minutes of the December 2, 2024 meeting as written was by Vice Chairman David Shay, seconded by Supervisor Randy Detrick. The motion carried 3-0.

TREASURER’S REPORT:

Township Secretary Melissa Monaco stated she was unable to reconcile the account as First Northern Bank has been down with their online system since December 31, 2024. She had gone into the branch, but they were unable to produce the needed statements. Once they have been received, she will reconcile the account and pass along to the Board of Supervisors.

PLANS:

Catherine Andrews/Dan Saunders Land Development Request – Need of Extension (Expires 1/26/2025)

Daniel Saunders was present and had submitted an Extension Request for the Board of Supervisors to review with respect to the Catherine Andrew Preliminary/Final Land Development Plan, 140 Elmer Drive, (Tax ID #15.3.1.19) which plan was accepted for review by the Planning Commission on July 16, 2024. Vice Chairman David Shay inquired on the current balance owed to the Township which Secretary Melissa Monaco stated was over \$10,000. Vice Chairman David Shay asked Attorney Campbell about if a lien would be able to be placed against the property, if needed, being that Mr. Saunders did not own the property. Attorney Campbell stated that since Mr. Saunders was acting as an agent for Ms. Andrews, who had signed off on paperwork throughout the process, a lien would still be able to be applied against the property should it be required.

Vice Chairman David Shay then consulted with Planning Commission Chairman Roger Christman about their recommendation for denial of the Plan. Mr. Christman stated the Planning Commission had denied the applicant’s interpretation under the SALDO and did not approve of granting the modification requested and the plan had then been brought before the Board of Supervisors for their decision.

Vice Chairman David Shay stated he was unsure as to why the Plan in the current state had been brought before the Board of Supervisors instead of being further reviewed by an Engineer with the clarifications that were being requested by the applicant including the width of the accessway, base material and other specifications. Supervisor Randy Detrick suggested granting the extension to allow time for the applicant to further meet with an Engineer.

Supervisor Randy Detrick made a motion, seconded by Chairman James Zahoroiko, to table a decision on the Modification Request. The motion carried 2-1.

Supervisor Randy Detrick made a motion to grant an extension until the May Board of Supervisors Meeting on May 5, 2025. The motion was seconded by Chairman James Zahoroiko and carried 2-1.

OLD BUSINESS:

1123 Pine Cone Court Dangerous Structure Decision

Attorney Campbell stated he had circulated a proposed decision under the Dangerous Structure Ordinance that the property was considered a dangerous structure after the hearing. A decision is required under the Ordinance in which then a certified notice will be sent to the owner of the property. If after sixty days of no response, the Township is able to move forward with approaching the county about funds for the demolition process.

Supervisor Randy Detrick made a motion, seconded by Chairman James Zahoroiko, to approve the decision circulated by the Township Solicitor and carried 3-0.

Kirk – AG Security – Resolution

Vice Chairman David Shay made a motion to create a Resolution to allow the two requested parcels at 176 Blue Ridge Road owned by the Kirks to be put into the AG Security Act. The motion was seconded by Supervisor Randy Detrick and carried 3-0.

NEW BUSINESS:

Motion to Pay Invoice for New Computers

Secretary Melissa Monaco had provided the invoice to the Board of Supervisors in total of \$3,344.70 which included three new computers, installation and professional support. Supervisor Randy Detrick made a motion, seconded by Vice Chairman David Shay, to pay the invoice. The motion carried 3-0.

EVENTS:

Martin Luther King Jr Day – Monday, January 20, 2025 – Township Office will be closed

ROAD FOREMAN REPORT:

Road Foreman Ethan Brewer shared the need for hire of another parttime CDL driver as one of the recent hires had decided the job did not work for him. Vice Chairman David Shay stated they could advertise the position in the Times News and on the website, when working again.

It was stated that the Township should have two trucks back by the end of the week, but Road Foreman Ethan Brewer also stated there is still an issue to be found with an oil leak on one of the trucks and asked for approval to be able to bring someone else in if he was unable to find the source of the issue.

CORRESPONDENCE:

NONE

RECEIPTS & EXPENDITURES:

After a review of the bills to be paid, a motion to approve the processing and payment of all current bills was made by Vice Chairman David Shay and seconded by Chairman James Zahoroiko. The motion carried 3-0.

ADJOURNMENT:

Prior to adjournment, Vice Chairman David Shay thanked Attorney Campbell for his time and service to the Township over the last year as Township Solicitor and wished him the best in his future endeavors.

There being no further business, the meeting adjourned at 6:48pm. The motion to adjourn was made by Vice Chairman David Shay, seconded by Chairman James Zahoroiko, and carried 3-0.

Respectfully Submitted,

Lizzy Stortz
Temporary Recording Secretary

