

January 3, 2022

The Preston Township Board of Supervisors held their organizational meeting at 9:00 a.m. on Monday, January 3, 2022 at the Township Municipal Building. Board members were present. Alan Jones and James C. Neu, Jr. and new supervisor Stephen Brown. The Pledge of Allegiance followed.

The first order of business was to appoint a temporary chairman. Motion made to appoint Alan Jones temporary chair by James C. Neu, Jr., second Stephen Brown. Motion carried.

Motion made to appoint Mary Ann Llewellyn temporary secretary by James C. Neu, Jr., second Stephen Brown. Motion carried.

Motion made to appoint Alan Jones Chairman of the Board for 2021 by James C. Neu, Jr., second Stephen Brown. Motion carried.

Motion made to appoint James C. Neu Jr., Vice Chairman for 2021 by Alan Jones, second Stephen Brown. Motion carried.

Motion made to appoint Mary Ann Llewellyn, Secretary-Treasurer by James C. Neu, Jr., second Stephen Brown. Motion carried.

Motion made to retain James Stiles, Dylan Card and Robert Lee as full time maintenance/equipment operators by James C. Neu, Jr., second Stephen Brown. Motion carried.

Motion made to appoint Stephen Brown road master by Alan Jones second, James C. Neu, Jr. Motion carried.

Motion made to appoint Stephen Brown road foreman by Alan Jones, second James C. Neu, Jr. Motion carried.

Motion made to provide health insurance to Alan Jones, Stephen Brown, James Stiles, Dylan Card and Robert Lee with those employees contributing \$20.00 per pay check toward premiums by James C. Neu, Jr., second Stephen Brown. Motion carried.

Motion made to increase wages for James Stiles to \$18.50 per hour, Dylan Card to \$17.00 per hour and Robert Lee to remain at \$16.00 per hour by James C. Neu, Jr., second Stephen Brown. Motion carried.

Motion made to increase the secretary-treasurer's salary by \$500 per year by James C. Neu, Jr., second Stephen Brown. Motion carried. Secretary/Treasurer's salary is now \$24,000.00 per year.

Motion made for full time employees to have 7 paid holidays, James Stiles Dylan Card and Robert Lee, 10 paid vacation days per year, after 5 years increased to 15 paid vacation days by James C. Neu, Jr., second Stephen Brown. Motion carried.

Motion made to allow all employees, part-time and full time, 3 days bereavement time for immediate family relation by James C. Neu, Jr., second Stephen Brown. Motion carried.

Motion made to allow a carryover of only 40 hours vacation by James C. Neu, Jr., second Stephen Brown. Motion carried.

Motion made for the secretary/treasurer to have 9 vacation days per year by James C. Neu, Jr., second Stephen Brown. Motion carried

Motion made to set the treasurer's bond at \$475,000.00 by James C. Neu, Jr., second Stephen Brown. Motion carried.

Motion made to retain Marissa McAndrew of Briechle Law Offices as solicitor by James C. Neu, Jr., second Stephen Brown. Motion carried

Motion made to keep Honesdale National Bank and Wayne Bank as depositories for township funds by James C. Neu, Jr., second Stephen Brown. Motion carried.

Motion made to set Township mileage reimbursement at the IRS rate, currently **58.5** cents, by James Neu, Jr., second Stephen Brown. Motion carried.

Motion made to retain James McDonald as Township Sewage Enforcement Officer by James C. Neu, Jr., second Stephen Brown. Motion carried.

Motion made to appoint Michael Kaub as Alternate Township Sewage Enforcement Officer by James C. Neu, Jr., second Stephen Brown. Motion carried.

Motion made to use the Hancock Herald and the Wayne Independent for Township advertising by James C. Neu, Jr., second Alan Jones. Motion carried.

Motion made to reappoint Peter Hower Township Emergency Management Coordinator by James Neu, Jr., second Stephen Brown. Motion carried.

Motion made to reappoint Stephen Knash as Township Engineer by James C. Neu, Jr., second Stephen Brown. Motion carried.

Township policy for the maintenance work hours and work week needs to be established yearly as certain government reports require official records of same. Motion made for maintenance work hours to be eight (8) hours per day, forty (40) hours per week, to be paid at straight time; any time over eight (8) hours per day or forty (40) hours per week to be paid at time and a half by James C. Neu, Jr., second Stephen Brown. Motion carried

The annual PSATS Convention is April 18th to the 21st at the Hershey Convention Center, Hershey, PA. Motion made for Alan Jones to be the Township's voting delegate at the PSATS State Convention by James C. Neu, Jr., second Stephen Brown. Motion carried.

The Board discussed the time of their monthly meetings. Motion made to hold the Supervisors Board meetings at 9:00 a.m. on the first Thursday of the month at the Township Municipal Building by James C. Neu, Jr., second Stephen Brown. Motion carried. Property owners can call the office or write a letter to the Board if they are unable to attend a meeting.

Motion to keep the meeting date and time for the Township Planning Commission at 3:30 p.m. on the second Wednesday of the month at the Township Municipal Building by James C. Neu, Jr., second Stephen Brown. Motion carried.

With the organizational meeting complete Alan Jones, Chair, called the January 2022 Township Board meeting to order. Board members were present. Alan Jones, James C. Neu, Jr. and R Stephen Brown.

Minutes of the December 2, 2021 Board meeting were read. Motion to approve the minutes by James C. Neu, Jr., second Stephen Brown. Motion carried.

The treasurer's report was read. Motion to approve the treasurer's report by James C. Neu, Jr., second Stephen Brown. Motion carried,

After review motion to pay invoices and approve the payroll by James C. Neu, Jr., second Alan Jones. Motion carried, Expenses totaled **\$7652.91**. Payrolls totaled **\$17,495.53**.

Minutes of the Special Budget Meeting on December 28, 2021 Board meeting were read. Motion to approve the minutes by James C. Neu, Jr., second Stephen Brown. Motion carried.

A third township auditor needs to be appointed. Motion made to appoint Sarah Alexander to the position by James C. Neu, Jr., second Stephen Brown. Motion carried.

James Kemmerer, Lakewood Lodge, reviewed with the Board his views on dual use roads. Alan Jones noted he received a written concern on the issue and anticipates a possible special meeting on the issue in the future.

Being no further business the meeting was adjourned. (9:45 a.m.)

Mary Ann Llewellyn
Secretary

treasurer's report
for February 3, 2022

general fund	192,115.18	ARP fund	52,354.50
liquid fuels fund	<u>12,929.89</u>	liquid fuels equip. reserve	5,644.36
	205,045.07	general fd. operating reserve	74,798.59
		health & welfare	10,962.07
		UCC fund	30,086.18

invoices paid / to be paid

PMRS	750.00	WMCHC	140.00
Total Choice-website	55.00	PMRS	742.63
PSATS CDL Program	261.00	Donaghy Insurance	200.00
John Deere Financial	844.80	Town & Country Energy	537.18
Saam LLC	179.90	Geisinger Health	2403.14
First Net	46.84	Fritz Bros.	20.46
Freddy's Refuse	65.00	Hancock Herald	44.18

Hancock Telephone	49.95	Penelec-garage	192.19
Penelec-depot	51.55	Penelec-storage	24.74
PMRS	160.00	Town & Country Energy	440.37
Verizon	138.87	Firmstone/Lakewood Fuels	397.76
AmTrust	1411.00	Alan Jones	134.95
John Bonham Rd. Equip.	21.85	Industrial Electronics	150.00
Don Oralls Garage	131.06	Bradco Supply Co.	362.00
Five Star Equipment	301.88	Saam LLC	28.57
Firmstone/Lakewood Fuels	2150.41	Stephenson Equipment	690.45
Five Star Equipment	116.00	James McDonald	170.00
ALL Electric	75.00	Hancock Telephone	49.95
Dempsey Uniform	349.02		