

**MINUTES - RALPHO TOWNSHIP SUPERVISORS REORGANIZATION
AND REGULAR MONTHLY MEETING - JANUARY 2, 2024
Held in Municipal Building Meeting Room, 206 S. Market St., Elysburg, PA**

Chairman Madara Jr. called the meeting to order at 6:30 p.m. and led the recitation of the Pledge of Allegiance to the flag.

Oaths of office were given to Blaine P. Madara Jr. and Daniel T. Williams for Supervisor by Jennifer Feudale from Schlesinger and Kerstetter Law Office.

Chairman Madara Jr. comment: As mandated by State Law and as advertised this meeting is for Reorganization purposes and the regular January meeting.

Attending were: Supervisors Blaine Madara Sr., Vincent Daubert, Stephen Major, Daniel Williams and Blaine Madara Jr. Also attending were: Township Manager Joseph Springer, Solicitor Todd Kerstetter, Township Secretary/Treasurer Debra Olson; Code Officer Mark Lyash; Chief Bryon Chowka; and Roadmaster Damion Beagle.

Changing Chairman is merely following past practice of rotating the position every year so each board member has an opportunity to fill that capacity.

Chairman Madara Jr. requested nominations for the Chairman's position. Major/Williams motioned to elect Supervisor Blaine Madara Jr. as chairman. Nominations ceased with approval of Madara Jr. as Chairman unanimous.

Madara Jr./Williams motioned to nominate Supervisor Major as Vice Chairman. Chairman Madara Jr. motioned to close nominations with approval of Supervisor Major as Vice Chairman unanimous.

- Major/Madara Sr. motioned to appoint Joseph Springer, Township Manager; Debra Olson, Township Secretary/Treasurer and Schlesinger & Kerstetter, Solicitor. Motion carried.
- Major/Williams motioned to designate Township depositories PLGIT and Journey Bank. Motion carried.
- Madara Sr./Williams motioned; appoint Vanessa Major as Real Estate Tax Certifier, Act 511 tax collector and Delinquent Tax certifier. Motion carried with Major abstaining.
- Major/Williams motioned to have Chairman sign Addendum to Collection Agreement with Statewide Tax Recovery. Motion carried.
- Major/Madara Sr. motioned to adopt Resolution 2024-02 for Statewide Tax Recovery to be tax collector for collection of Delinquent Occupation Assessment Tax. Motion carried.
- Madara Sr./Williams motioned to adopt Resolution 2024-03 for Statewide Tax Recovery to be tax collector for collection of Delinquent Per Capita Tax. Motion carried.
- Williams/Daubert motioned to appoint Berkheimer Associates Tax Collector for Earned Income and LST taxes. Motion carried.

- Madara Sr./Major motioned to appoint Mark Lyash as Code Enforcement Officer and Flood Plain Administrator; Tri-County COG Uniform Construction Code Officer and Building Code Officer; Damion Beagle as Roadmaster. Motion carried.

Committee/Department Heads will be decided at February meeting.

CITIZEN INPUT ON AGENDA ITEMS – none

Minutes of December 12, 2023 regular monthly meeting were accepted as presented on Major/Daubert motion and carried.

TREASURER’S REPORT was accepted as presented on Daubert/Madara Sr. motion and carried.

Bills were approved as presented for payment, including those bills paid between regular meetings and those regular bills that come in after January meeting because of early meeting date on a Daubert/Madara Jr. motion, motion carried unanimously.

CORRESPONDENCE

- none

COMMITTEE/DEPARTMENT REPORTS:

PLANNING – Mark Lyash

- Williams/Madara Sr. motioned to add extension for 2 Land Development Plans to the agenda. Motion carried.
- Madara Sr./Daubert motioned to approve extension until March 13th for Michael Lerch Development Plan. Motion carried.
- Daubert/Madara Jr. motioned to approve 180-day extension for C&G Gallina Land Development Plan. Motion carried.

STREET DEPARTMENT – Major

- Report was received.
- 2024 Road Projects were discussed and tabled until February meeting.
- Mower tractor replacement options were discussed. Manager will check interest rate at Journey Bank.

BUILDINGS – Madara Sr.

- none

RECREATION – Madara Jr.

- none

ZONING OFFICER’S REPORT – Daubert

- 6 permits were issued and \$1,118.65 fees were collected during December. 29 letters of correspondence were sent; 21 permits were closed; and, 21 complaints were received for vehicles, trash, dumping and dangerous structures, etc.
- Keith Hill Zoning and Building Permits were discussed. Code Officer will send letter stating permit has expired and no more work can be completed.

POLICE DEPARTMENT/PUBLIC SAFETY – Williams

- Report was read

RECYCLING – Daubert

- none

MANAGER’S REPORT

- none

SOLICITOR’S REPORT

- none

ENGINEER’S REPORT

- Report was received.

OLD BUSINESS:

- Trap and Release Program vouchers for 2024 will be 50 vouchers with Township covering \$40 for each voucher.

NEW BUSINESS:

- Madara Sr./Major motioned to accept resignation of Marian Williams from Tax Assistant Position with many thanks from the Board. Motion carried with Williams abstaining.
- Discussion took place on Tax Assistant Position. Will discuss further in February.

CITIZEN INPUT – none

Board went into executive session for personnel at 7:24 p.m. Board reconvened at 7:51 p.m.

- Williams/Madara Sr. motioned to table Resolution 2024-01 Fee Schedule update and appoint of Larson Design Group as Township Engineers until February.
- Madara Sr./Major motioned to appoint Sewage Enforcement Officer at Brior Environmental and to appoint alternate Sewage Enforcement Officer as KPI Technology. Motion carried.
- Madara Jr./Major motioned to appoint Doug Gessner, one-year term Township Vacancy Board, Donald J. Spotts, one-year term as EMA Coordinator. Motion carried
- Major/Williams motioned to appoint Matt Lobos, 4-year term Planning Commission; Brent Rhoades, 4-year term Planning Commission; Vince Daubert, 4-year term Planning Commission; Doug Gessner, 4-year term Planning Commission; Chuck Yoder, 5-year term to Municipal Authority of Ralpho Township; Vince Daubert to 5-year term to Municipal Authority of Sunnyside Overlook; motion carried.
- Williams/Major motioned to table appointing Fracis X. Berger, to the Zoning Hearing Board for 3-year term, motion carried.

ADJOURNMENT – there being nothing further for discussion, meeting adjourned at approximately 7:54 on Madara Sr./Williams motion and carried.

Respectfully submitted,

Debra L. Olson
Ralpho Township Secretary