

**MINUTES - RALPHO TOWNSHIP SUPERVISORS REORGANIZATION
AND REGULAR MONTHLY MEETING - JANUARY 5, 2026
Held in Municipal Building Meeting Room, 206 S. Market St., Elysburg, PA**

Oaths of office were given to Blaine Madara for Supervisor and Vanessa Major for Tax Collector by Jennifer Feudale from Schlesinger and Kerstetter Law Office.

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

Chairman Daubert 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 Justin Leffer. 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 Daubert requested nominations for the Chairman's position. Daubert/Williams motioned to elect Supervisor Stephen Major as chairman. Nominations ceased with approval of Major as Chairman unanimous.

Daubert handed the gavel over to incoming Chairman Stephen Major.

Chairman Major welcomed Justin Leffler to the Board. Supervisor Leffler took his Oath in December after being appointed at a special meeting.

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

- Madara/Daubert motioned to appoint Joseph Springer, Township Manager; Debra Olson, Township Secretary/Treasurer; Schlesinger & Kerstetter, Solicitor; and, to appoint KPI Technology as Township Engineer. Motion carried.
 - Williams/Daubert motioned to adopt Resolution 2026-01 to adopt fee schedule revisions. Motion carried.
- Daubert/Madara motioned to appoint Certified Public Accountant (Wagner, Dreese, Elsasser & Associates, PC to do 2025 audit at rate of \$5,900; and, to designate Township depositories PLGIT and Journey Bank. Motion carried.
- Daubert/Williams motioned to appoint Vanessa Major as Real Estate Tax Certifier, Act 511 tax collector and Delinquent Tax certifier. Motion carried with Major abstaining.
- Madara/Daubert motioned to appoint Berkheimer Associates Tax Collector for Earned Income and LST taxes; and Keystone to be tax collector for collection of Delinquent Occupation Assessment Tax and Delinquent Per Capita Tax; Mark Lyash as Code Enforcement Officer and Flood Plain Administrator; Tri-County COG Uniform Construction Code Officer and Building Code Officer, motion carried.
- Williams/Daubert motioned to appoint Damion Beagle as Roadmaster; and, motioned to appoint Sewage Enforcement Officer as Brior Environmental and to appoint alternate Sewage Enforcement Officer Robert Fugate and Dominic Picarelli. Motion carried.

- Daubert/Williams motioned to appoint Doug Gessner, one-year term Township Vacancy Board, Clint Herr, one-year term as EMA Coordinator, Doug Avellino, 5-year term to Municipal Authority of Ralpho Township; Mark Lyash to 3-year term, Planning Commission; Dave Manney, to the Zoning Hearing Board for 3-year term, motion carried.
- Daubert/Williams motioned to appoint Blaine Madara Sr. to 5-year term to Municipal Authority of Sunnyside Overlook. Motion carried.

Chairman appointed Committee/Department Heads:

- Street Department – Madara
- Buildings – Daubert
- Police Department/Public Safety - Williams
- Zoning - Major
- Recreation –Leffler
- Recycling - Williams

CITIZEN INPUT ON AGENDA ITEMS – none

Minutes of December 9 regular monthly meeting and December 16 special meeting were accepted as presented on Madara/Daubert motion and carried.

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

Bills were approved as presented for payment, including those bills paid between regular meetings on a Daubert/Madara motion, motion carried unanimously. Sunbury Motors invoice will be held until Roadmaster gets further information.

CORRESPONDENCE

- None

COMMITTEE/DEPARTMENT REPORTS:

PLANNING – Mark Lyash

- Lyash gave copies of possible ordinance update for uses not provided in Ralpho Township Code. Supervisors will review and discuss at February meeting.

STREET DEPARTMENT – Madara

- Report was received.

BUILDINGS – Daubert

- Salt shed had shingles fly off in wind storm on Friday December 19th. Insurance was notified; deductible is \$1,000. Will repair in spring. If over the \$1,000 for damage Secretary will let the insurance company know.

RECREATION –

- none

ZONING OFFICER’S REPORT – Williams

- 6 permits were issued and \$4,163.95 fees were collected during December. 30 letters of correspondence were sent; and 30 complaints were received for vehicles, trash, dumping and dangerous structures, etc.

POLICE DEPARTMENT/PUBLIC SAFETY – Major

- Report was read

RECYCLING – Williams

- none

MANAGER’S REPORT

- PA Dot loan monies were received on Monday, January 5th. Manager and Secretary will review and transfer monies as required.

SOLICITOR’S REPORT

- Public hearing was held. Madara/Daubert motioned to adopt Ordinance 199 Amending Police Pension to allow participation by all qualified officers in Deferred Retirement Option Plan. Motion carried.

ENGINEER’S REPORT

- Report was received.

OLD BUSINESS:

- Major/Madara motioned to rescind December motion to change internet to 100 mbps for \$65 per month. Motion carried.
- Major/Madara motioned to upgrade internet to 200 Mbps for \$59.95 per month with Service Electric as the provider. Motion carried.
- Computer for maintenance shed was discussed further, Supervisor Daubert will follow up.

NEW BUSINESS:

- Williams/Madara motioned to pay any regular bills that come in after meeting date because of early meeting for the month of January. Motion carried.
- Madara/Daubert motioned to have Chairman sign 2026 Annual Traffic Signal Maintenance Agreement with TRA Electric. Motion carried.

CITIZEN INPUT – none

ADJOURNMENT – there being nothing further for discussion, meeting adjourned at approximately 6:56 p.m. on Williams/Madara motion and carried.

Executive Session was held for Personnel

Respectfully submitted,

Debra L. Olson
Ralpho Township Secretary