

RUSH TOWNSHIP BOARD OF SUPERVISORS
RE-ORGANIZATION MEETING
MINUTES – JANUARY 6, 2025

A Re-Organization meeting was held at the Rush Township Municipal Building on January 6, 2025, at 7:00 PM. In attendance were Chairman Shawn Gilbert; Vice Chairman Robert Leibensperger; Supervisor George Gerhard; Becky Coccio-Roberts, Secretary/Treasurer; Christopher Riedlinger, Solicitor; Rick Weaver, Chief of Police. Absent was Bill McMullen, Engineer.

Chairman Shawn Gilbert called the meeting to order.

Pledge of Allegiance was recited.

A motion was made by Chairman Gilbert to Appoint George Gerhard as Chairman. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Appoint Shawn Gilbert as Temporary Secretary. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Robe polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Re-Organize the Board of Supervisors for 2024.

1. Nominate **Shawn Gilbert** as Chairman for 2024.
2. Nominate **Robert Leibensperger** as Vice-Chairman for 2024.
3. Nominate **George Gerhard** as Supervisor 2024.

Vice-Chairman Leibensperger seconded the motion. Kristin Woleslagle polled the board. All members voted in favor of the motion; motion carried.

CALL NEW BOARD TO ORDER

A motion was made by Chairman Gilbert to appoint **Becky Coccio-Roberts** as the Full-Time Secretary/Treasurer at the Rate \$21.00/hr, working 9-5pm and to appoint **JoAnn Zakutney** as the Full-Time Administrative Assistant at the Rate \$20.00/hr working 8-4pm. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to appoint **Christopher Riedlinger** as Solicitor for 2025, for the Board of Supervisors at \$125.00/hr. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Appoint **Christopher Riedlinger** Solicitor for 2025, for the Planning Commission at \$125.00/hr. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Appoint Solicitor for 2025, for the Zoning Hearing Board at \$85.00/hr. (**STANLEY J BURKE**). Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Appoint a Bank to be Named Depository for 2025, **Mauch Chunk Trust**. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Appoint **Arro Consulting** as Zoning & Code Enforcement Officer on an as Needed Basis. (Rate Schedule Exhibit A) Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Appoint **Arro Consulting** as the Engineering Firm for 2025, on an as Needed Basis. (Rate Schedule Exhibit A) Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Appoint Engineer and/or Consultant for 2025, for the Planning Commission. **Arro Consulting** (Rate Schedule Exhibit A) Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Set Compensation for Each **Planning Commission Member** at \$50.00/meeting. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Pay the **Planning Commission Secretary** an additional rate of \$13.00/hr for secretarial work. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Set Compensation for Each **Zoning Hearing Board Member** at \$53.00/hearing. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Appoint Sewage Code Enforcement Officer for 2025, (**William Brior \$50.00/hr.**) As Per **Resolution # 2025-01**. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Appoint the Alternate Sewage Code Enforcement Officer(s) for 2024 (**Robert Fugate**) As per **Resolution # 2025-01**. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Appoint **Bob Ritsick** of the Rush Township Planning Commission to Serve as the Township Representative for the Regional Planning Board. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Adopt **Resolution 2025-01** Setting Fee Schedule for 2025 for the Sewage Enforcement Officer. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Re-Appoint the Following Road Crew Workers and Rates for 2025 as Follows: **Elden Neifert** as Full-Time Equipment Operator/CDL Truck Driver/Road Foreman/Part-Time Sewer Dept. at the Rate of \$30.50/hr. **Rob Sweeney** as Full-Time Equipment Operator/CDL Truck Driver/Laborer at the Rate of \$26.50/hr. **Enn Poeldnurk** as Full-Time Equipment Operator/CDL Truck Driver/Laborer at the rate \$26.50/hr. **Walter Searfoss** as Full-Time Equipment Operator/CDL Truck Driver/Laborer at the rate \$26.00/hr. Road Department Hours will be 6:00am – 2:00pm. Flexible as Seasons Change. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert for the township to provide the Road and Sanitary sewer department a \$100 boot allowance. In addition will provide a \$150 pants allowance, which can be used at employee discretion to purchase pants of their choice. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Re-Appoint the following Sewer Crew Workers and Rates for 2025 as follows: **Michael Zimmerman** as Township Sewer Department Employee, at a Rate of \$30.50/hr. **William Cavanaugh** as Township Sewer Department Employee, at a Rate of \$26.50/hr. Sewer Department Hours will be 6:00am – 2:00pm. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion for Benefits for **Full-Time Township Employees** are as Follows for 2025: Paid Vacation (Currently): After One Full Year of Service & the following January: 2 weeks (10 days); 4-9 Full Years of Service & the following January: 3 weeks (15 days); 10 Full Year of Service & Following January: 3 weeks (15) days plus one personal day added per year.

New Full-Time Employees Must Complete a One Year New Hire Probationary Period with the Option to Extend up to One Year. Upon hire, New Full-Time Employees will be Given Medical Insurance, Vision, Dental, Life with Full Coverage on Employees; **9 Paid Holidays** (Currently): New Year's Day – Good Friday – Memorial Day – 4th of July – Labor Day – Thanksgiving Day – Day After Thanksgiving – Christmas Eve – Christmas Day; 2 Personal Days (Cannot be Carried Over); 3 Bereavement Days; Employer/Employee Continuing Pension Plan; Work Clothes & a

\$100.00 Work Boot Allowance for the Road/Sewer Crew. When an Employee exceeds their Vacation & Personal Days the Employee Needs a medical Excuse for Additional Time Off. No Exceptions for Time off without Pay. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Re-Appoint **Part-Time Police Officers** as follows: **Robert Bechtel as a Part-Time Sergeant** at \$28.00/hr. **Richard Sinton as a Part-Time Officer** at \$25.00/hr. **Tara Strauss as a Part-Time Officer** at \$25.00/hr. **New Hire Part-Time Police Officer in Training** at \$16.00/hr. **Ron Kazakavage Part-Time Police Officer** at \$25.00/hr. **Phenix Ritchie Part-Time Police Officer** at \$23.00/hr. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to appoint the following list of names for the **Hometown Fire Co.** as Township Fire Police for 2025. **Joshua Grim Sr – Captain, Keith Duda – Lt, Beverly Schiano – Lt, Al Witkowski, Matt Witkowski, Tom Kline Secondary Mike Humes, Ed Tite, George Gerhard, Erika Gerhard, Bryce DeAngelo.** Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Authorize the **Treasurer** to Pay Payroll Every Other Week. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Set the **Treasurer’s Bond Limits.** (Three (3) Million Dollars). Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert that the **Chairman & Secretary** be authorized to Sign the Recap Sheet & Bond for the Tax Collector when Due. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Appoint One Registered Elector to Serve as the Chairman of the Vacancy Board for 2025- **Steven Roetz.** Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Set Township Reimbursement Rate for Mileage for 2025 at the current Federal Milage rate of **\$0.70/mile.** Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Set the Meeting Dates and Standard Speaker for 2025, to be held Every **3rd Thursday** of Each Month at **7pm.** Except for the Month of January.

Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Adopt **Resolution 2025-02** Signatures for Bank Accounts. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Adopt **Resolution 2025-03** Setting the Garbage & Recycling Collection & Disposal Fees. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Adopt **Resolution 2025-04** Setting the Sewer Fees for Lake Hauto. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Adopt **Resolution 2025-05** Setting the Sewer Fees for Hometown. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Adopt **Resolution 2025-06** Setting UCC Permit Fees Schedule. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Adopt **Resolution 2025-07** Appointing TCC Voting Delegates as Follows: Primary Voting Delegate – George Gerhard, First Alternate Voting Delegate – Robert Leibensperger, Second Voting Delegate – Shawn Gilbert. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Appoint the Alcohol/Drug – Free Workplace Supervisor – **Chief of Police**. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Use the **Standard Speaker** as the Newspaper of the Township. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert for **TeamLogicIT** to be our Computer & Website Consultant for the Township. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Appoint **Shawn Gilbert** as Road Master for 2025. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to Appoint **Robert Leibensperger** to Represent the 504 Plan. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to appoint **Secretary/Treasurer** as Right-To-Know Officer known as Open Records. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

A motion was made by Chairman Gilbert to appoint an **EMA**. Vice-Chairman Leibensperger seconded the motion. Becky Coccio-Roberts polled the board. All members voted in favor of the motion; motion carried.

Adjournment.

No comments were made.