

**SCOTT TOWNSHIP  
BOARD OF SUPERVISORS  
REORGANIZATION MEETING  
MINUTES—JANUARY 2, 2024**

The Scott Township Board of Supervisors met on the above date in the Municipal Building, 350 Tenny Street (Espy), Bloomsburg, PA. The meeting was called to order at 6:30 p.m. and opened with the Pledge of Allegiance to the Flag. In attendance were Supervisors William G. Hafner, Kathleen A. Lynn, Layne D. Kocher, Lanny R. Sheehan, Dennis N. Wildt and Secretary/Treasurer Brittany M. Bacon.

Ms. Lynn began the meeting as acting Chair and then turned the meeting over to the Vice-Chairman, Mr. Kocher.

**NOMINATION OF CHAIRMAN**

Ms. Lynn made a motion to nominate Layne Kocher as Board Chairman. Mr. Hafner seconded and the nomination passed 5-0. Mr. Kocher chaired the rest of the meeting.

**NOMINATION OF VICE-CHAIRMAN**

Mr. Hafner nominated Lanny Sheehan as Vice-Chairman. Mr. Wildt seconded the nomination, which passed 5-0.

**APPOINTMENT OF SECRETARY/TREASURER**

Mr. Hafner made a motion to appoint Brittany Bacon as Secretary/Treasurer. Ms. Lynn seconded and the motion carried 5-0.

**APPOINTMENT OF TOWNSHIP SOLICITOR**

Ms. Lynn made a motion to appoint Marinos & McDonald LLP as the Township and Planning Commission Solicitor, with Anthony J. McDonald, Esquire, as primary counsel, and 2024 rates unchanged from 2023. Mr. Wildt seconded and the motion carried 4-1, with Mr. Hafner being the opposing vote.

Mr. Hafner made a motion to form a Committee to consider issuing a request for proposal for other interested solicitors. Mr. Wildt seconded the motion and the motion carried 5-0.

Mr. Hafner made a motion to assign Mr. Kocher and Mr. Hafner to the Solicitor Committee. Mr. Sheehan seconded the motion, and the motion carried 5-0.

**APPOINTMENT OF TOWNSHIP PLANNING COMMISSION SOLICITOR**

Mr. Kocher made a motion to appoint Marinos & McDonald LLP as the Township Planning Commission Solicitor, with Anthony J. McDonald, Esquire, as primary counsel. Mr. Sheehan seconded the motion and the motion carried 4-1, with Mr. Hafner being the opposing vote.

**APPOINTMENT OF ZONING HEARING BOARD SOLICITOR**

Ms. Lynn made a motion to appoint Hill & Turowski, James & Lehman, LLP, as Zoning Hearing Board Solicitor. Mr. Wildt seconded; the motion carried 5-0.

**APPOINTMENT OF TOWNSHIP ENGINEER**

Mr. Sheehan made a motion to appoint Pysher & Associates, Inc., as Township Engineer. Mr. Hafner seconded and the motion carried 5-0.

**APPOINTMENT OF ALTERNATE TOWNSHIP ENGINEER**

Ms. Lynn made a motion to appoint Penn Eastern Engineering as alternate Township Engineer. Mr. Wildt seconded and the motion carried 5-0.

**APPOINTMENT OF STAFF AND SET PAY RATES**

Ms. Lynn made a motion to appoint the staff and set rates per the attached schedule. Mr. Sheehan seconded. The motion carried 5-0.

**RECOMMENDATION OF TREASURER’S BOND**

Mr. Wildt made a motion to recommend that the Township Auditors set the Treasurer’s Bond at \$400,000. Mr. Sheehan seconded the motion, which carried 5-0.

**APPOINTMENT OF VACANCY BOARD CHAIRMAN**

The Board tabled this matter until the Township can find a resident willing to fill the vacancy.

**SELECTION OF DEPOSITORIES FOR TOWNSHIP FUNDS**

Ms. Lynn made a motion to appoint Journey Bank and Pennsylvania Local Government Investment Trust as depositories for Township funds. Mr. Wildt seconded; the motion carried 5-0.

**SELECTION OF MEETING DATES FOR BOARD OF SUPERVISORS**

Ms. Lynn made a motion to set the third Wednesday of the month as the date for the Township meeting. Meetings will be held at 6:30 p.m. Mr. Sheehan seconded and the motion carried 5-0.

**SELECTION OF MEETING DATES FOR PLANNING COMMISSION**

Mr. Wildt made a motion to set the third Wednesday of the month at 5:30 p.m., as the date and time for the Planning Commission meeting. Mr. Sheehan seconded and the motion carried 5-0.

**SELECTION OF MEETING DATES FOR ZONING HEARING BOARD**

Ms. Lynn made a motion to set the fourth Monday of the month as the date for the Zoning Hearing Board meeting. Meetings will be held at 6:00 p.m., as needed. Mr. Hafner seconded and the motion carried 5-0.

**NOMINATION OF DELEGATE & ALTERNATE FOR TOWNSHIP CONVENTION**

Ms. Lynn made a motion to nominate Layne Kocher as voting delegate for the Township Convention and Mr. Wildt seconded the motion, which carried 5-0. The Board did not choose an alternate delegate.

**SET HOLIDAY SCHEDULE**

Mr. Hafner made a motion to set the following holiday schedule for 2023, with the exception that the Police Department will be permitted a Floating Holiday instead of Good Friday:

New Year’s Day	Independence Day	Thanksgiving Friday
Presidents Day	Labor Day	Thanksgiving Monday
Good Friday	Veterans Day	Christmas Eve (1/2 day)
Memorial Day	Thanksgiving Day	Christmas Day

Mr. Sheehan seconded; the motion carried 5-0.

**SET MILEAGE RATE**

Mr. Sheehan made a motion to set the Township mileage rate the same as the rate used by the State government, which is 67 cents per mile. Mr. Hafner seconded and the motion carried 5-0.

**APPOINTMENT OF TOWNSHIP EMERGENCY MANAGEMENT COORDINATOR**

The matter has been tabled at this time.

**APPOINTMENT OF TOWNSHIP SEWAGE ENFORCEMENT OFFICER & ALTERNATE**

Mr. Wildt made a motion to appoint Chris Bower as Township Sewage Enforcement Officer and Eugene Powlus as alternate Sewage Enforcement Officer. Mr. Sheehan seconded; the motion carried 5-0.

**APPOINTMENT OF TOWNSHIP PENSION FUNDS ADMINISTRATOR**

Ms. Lynn made a motion to appoint Brittany M. Bacon as Township Pension Funds Administrator. Mr. Hafner seconded the motion, which carried 5-0.

**APPOINTMENT OF BUILDING INSPECTOR**

Ms. Lynn made a motion to appoint Barry Isett & Associates, Inc., to enforce the Pennsylvania Uniform Construction Code for the Township, with the attached fee schedule. Mr. Hafner seconded and the motion carried 5-0.

**APPOINTMENT OF TOWNSHIP FIRE COMPANIES**

Mr. Hafner made a motion to appoint Espy Volunteer Fire Company No. 1 and Lightstreet Community Fire Company as the principal fire companies providing coverage for the Township. Mr. Wildt seconded the motion, which carried 5-0.

**APPOINTMENT OF FLOODPLAIN ADMINISTRATOR**

Ms. Lynn made a motion to re-appoint Brittany M. Bacon as the Township Floodplain Administrator. Mr. Sheehan seconded and the motion carried 5-0.

**APPOINTMENT OF COMMITTEES**

Mr. Wildt made a motion to appoint Mr. Sheehan and Mr. Hafner to the Police Committee. Ms. Lynn seconded the motion. Motion carried 5-0.

Mr. Wildt made a motion to appoint Mr. Kocher and Mr. Sheehan to the Administration Committee. Ms. Lynn seconded the motion. Motion carried 5-0.

Mr. Hafner made a motion to appoint Mr. Wildt and Ms. Lynn to the Streets & Roads Committee. Mr. Sheehan seconded the motion. Motion carried 5-0.

**APPOINTMENT OF REPRESENTATIVE & ALTERNATE TO TRI COUNTY COG**

Ms. Lynn made a motion to appoint Doug Kashner and Will Hafner as the Representative and Alternate to Tri County COG. Mr. Wildt seconded the motion. Motion carried 5-0.

**APPOINTMENT OF PLANNING COMMISSION & ZONING HEARING BOARD MEMBERS**

One seat remains vacant on the Planning Commission. Mr. Wildt made a motion to re-appoint Mr. Timothy Wagner to a three-year term on the Township Zoning Hearing Board. Mr. Sheehan seconded and the motion carried 5-0.

**APPOINTMENT OF SCOTT TOWNSHIP AUTHORITY BOARD MEMBER**

Mr. Hafner made a motion to appoint Mr. Frederick Dent to a five-year term on the Scott Township Authority Board. Mr. Kocher seconded and the motion carried 5-0.

**APPOINTMENT OF AUDITING FIRM**

Mr. Hafner made a motion to appoint BBD, LLP to perform the 2023 audit. Mr. Sheehan seconded and the motion carried 5-0.

**ANNUAL POLICE PENSION RESOLUTION & PA MUNICIPAL RETIREMENT SYSTEM DEFINED BENEFIT PLAN ADOPTION AGREEMENT AMENDMENT**

Mr. Hafner made a motion to approve Resolution 01-02-2024 and the related annual agreement amendment. Mr. Sheehan seconded and the motion carried 5-0.

**AUTHORIZATION TO PAY INVOICES**

Mr. Hafner made a motion that all invoices shall be approved for payment at the regular meetings, with the exception of invoices for operating expenses, which shall be paid when due to avoid penalty charges. Mr. Sheehan seconded, and the motion carried 5-0.

**ESPY PARK COMMUNITY BUILDING RENTAL FEE**

Ms. Lynn made a motion to set the daily rental fee for the Espy Park Community Building at \$50.00, which is the same as the 2023 fee. Mr. Wildt seconded and the motion carried 5-0.

**DEVELOPER'S AGREEMENT AUTHORIZATION**

Mr. Hafner made a motion to authorize the Chairman, or in his absence, the Vice-Chair, to sign approved Developer's Agreements. Mr. Wildt seconded and the motion carried 5-0.

Supervisor approval of the updated Fee Schedule, Resolution 1-2-24B has been tabled until the next regular meeting.

Motion to adjourn was made by Ms. Lynn and was seconded by Mr. Wildt. Motion carried 5-0, and the meeting adjourned at 7:12 p.m.

Respectfully submitted,

Brittany M. Bacon  
Secretary/Treasurer