

**SCOTT TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING
MINUTES—JANUARY 6, 2025**

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. 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.

Mr. Kocher began the meeting as Acting Chairman and then turned the meeting over to the Vice-Chairman, Mr. Sheehan.

NOMINATION OF CHAIRMAN

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

NOMINATION OF VICE-CHAIRMAN

Mr. Wildt nominated Lanny Sheehan as Vice-Chairman. Mr. Hafner seconded; the motion carried 5-0.

APPOINTMENT OF SECRETARY/TREASURER

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

APPOINTMENT OF TOWNSHIP SOLICITOR

Mr. Hafner made a motion to appoint Hill, Turowski, James & Lehman, LLP as the Township Solicitor, with Matthew E. Turowski, Esquire, as primary counsel. Mr. Sheehan seconded; the motion carried 5-0.

APPOINTMENT OF TOWNSHIP PLANNING COMMISSION SOLICITOR

Ms. Lynn made a motion to appoint Hill, Turowski, James & Lehman, LLP as the Township Planning Commission Solicitor, with Matthew E. Turowski, Esquire, as primary counsel. Mr. Wildt seconded the motion; the motion carried 5-0.

APPOINTMENT OF ZONING HEARING BOARD SOLICITOR

Mr. Wildt made a motion to appoint Luschas, Naparsteck & Crane, LLP, as Zoning Hearing Board Solicitor, with Noah Naparsteck, Esquire, as primary counsel. Mr. Sheehan seconded; the motion carried 5-0.

APPOINTMENT OF TOWNSHIP ENGINEER

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

APPOINTMENT OF STAFF AND SET PAY RATES

Mr. Wildt 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. Hafner made a motion to recommend that the Township Auditors set the Treasurer’s Bond at \$400,000. Ms. Lynn seconded; the motion 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

Mr. Sheehan 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

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

SELECTION OF MEETING DATES FOR PLANNING COMMISSION

Ms. Lynn 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. Wildt seconded; the motion carried 5-0.

SELECTION OF MEETING DATES FOR ZONING HEARING BOARD

Mr. Hafner made a motion to set the fourth Monday of the month at 7:00 p.m. as the date and time for the Zoning Hearing Board meeting, unless advertised differently. Mr. Sheehan seconded; the motion carried 5-0.

NOMINATION OF DELEGATE & ALTERNATE FOR TOWNSHIP CONVENTION

Mr. Wildt made a motion to nominate Layne Kocher as voting delegate for the Township Convention and Brittany M. Bacon as the alternate delegate. Mr. Sheehan seconded; the motion carried 5-0.

SET HOLIDAY SCHEDULE

Mr. Kocher made a motion to set the following holiday schedule for 2025, noting the change that Thanksgiving Monday becomes a Floating Holiday. The Police Department is granted the exception of a Floating Holiday in place of Good Friday, to align with their existing contract.

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

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

SET MILEAGE RATE

Mr. Hafner made a motion to set the Township mileage rate the same as the rate used by the State government, which is 70 cents per mile. Mr. Wildt seconded; the motion carried 5-0.

SET CLOTHING ALLOWANCE AMOUNTS FOR STREETS & ROADS DEPARTMENT

Mr. Hafner made a motion to set the Township clothing allowance for the Streets & Roads Department as \$500.00 per year for full-time employees and \$250.00 per year for part-time employees. Mr. Wildt seconded; the motion carried 5-0.

APPOINTMENT OF TOWNSHIP EMERGENCY MANAGEMENT COORDINATOR

Ms. Lynn made a motion to appoint Earl “Skip” Mordan, Jr., as the Township Emergency Management Coordinator at the same rate of compensation as 2024. Mr. Hafner seconded; the motion carried 5-0.

APPOINTMENT OF TOWNSHIP SEWAGE ENFORCEMENT OFFICER & ALTERNATE

Mr. Wildt made a motion to appoint Chris Bower as Township Sewage Enforcement Officer. Mr. Sheehan seconded; the motion carried 5-0. A Township Alternate Sewage Enforcement Officer was not appointed.

APPOINTMENT OF TOWNSHIP PENSION FUNDS ADMINISTRATOR

Mr. Hafner made a motion to appoint Brittany M. Bacon as Township Pension Funds Administrator. Mr. Sheehan seconded; the motion carried 5-0.

APPOINTMENT OF BUILDING INSPECTOR

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

APPOINTMENT OF TOWNSHIP FIRE COMPANIES

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

APPOINTMENT OF FLOODPLAIN ADMINISTRATOR

Mr. Hafner made a motion to appoint Brittany M. Bacon as the Township Floodplain Administrator. Mr. Wildt seconded; 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. Mr. Hafner seconded the motion. Motion carried 5-0.

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

APPOINTMENT OF PLANNING COMMISSION & ZONING HEARING BOARD MEMBERS

Mr. Sheehan made a motion to re-appoint Mr. Craig Temple to a three-year term on the Township Planning Commission and Mr. Alfred Gaffney to a three-year term on the Township Zoning Hearing Board. Ms. Lynn seconded; the motion carried 5-0.

APPOINTMENT OF SCOTT TOWNSHIP AUTHORITY BOARD MEMBER

Mr. Hafner made a motion to appoint Mr. Brian Willie to a five-year term on the Scott Township Authority Board. Mr. Wildt seconded; the motion carried 5-0.

APPOINTMENT OF AUDITING FIRM

Mr. Sheehan made a motion to appoint BBD, LLP to perform the 2024 audit. Mr. Hafner 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 the annual Police Pension Resolution 01-06-2025. Mr. Sheehan seconded; the motion carried 5-0. Ms. Lynn made a motion to adopt the PA Municipal Retirement System Defined Benefit Plan Agreement Amendment. Mr. Hafner seconded; the motion carried 5-0.

AUTHORIZATION TO PAY INVOICES

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

ESPY PARK COMMUNITY BUILDING RENTAL FEE

Mr. Hafner made a motion to set the daily rental fee for the Espy Park Community Building at \$50.00, which is the same as the 2024 fee. Mr. Sheehan seconded; the motion carried 5-0.

DEVELOPER'S AGREEMENT AUTHORIZATION

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

A motion to adjourn was made by Ms. Lynn and was seconded by Mr. Wildt. Motion carried 5-0, and the meeting adjourned at 7:02 p.m.

Respectfully submitted,

Brittany M. Bacon
Secretary/Treasurer