

MADISON TOWNSHIP SUPERVISORS MEETING MINUTES

May 1, 2023

Chairman Aaron Sepkowski called the Monday, May 1, 2023, meeting to order at 7:00 PM followed by a moment of silence and pledge to the flag.

Present were **SUPERVISORS:** Aaron Sepkowski, Andrew Nazarenko, and Philip Setzer. **SOLICITOR:** Samantha Hazen. **ZONING OFFICER:** Mary Liz Donato **SECRETARY:** Doreen Salt

Changes to agenda items: Motion by Philip Setzer, second by Aaron Sepkowski to add a line item under new business to discuss the tax collector vacancy. On the question: None **Motion Carried. 3-0.**

PUBLIC PARTICIPATION ON AGENDA ITEMS: None

MINUTES: Motion by Andy, second by Phil Setzer to approve the minutes of the May 1, 2023, regular meeting. On the question: None **Motion Carried. 3-0.**

BILL LIST: Motion by Phil Setzer, second by Aaron Sepkowski to approve the bill list as of May 1, 2023 with the exclusion of checks #23160 and #23166 which shall be VOIDED and reissued payable to Phil Setzer as reimbursement for payment on purchases.

On the question: None **Motion Carried. 3-0.**

TREASURER'S REPORT: Motion by Phil Setzer, second by Aaron to approve the Treasurer's report as of May 1, 2023. On the question: None **Motion Carried. 3-0.**

CORRESPONDENCE: Moscow Borough Newsletter; Thank you letter from North Pocono Library

PLANNING COMMISSION – Aaron Sepkowski reported the Planning Commission had a review of definitions in their April meeting. There will be no May meeting.

MAPS: None

RECYCLING – Philip Setzer stated the monthly recycling occurred. Phil thanked the volunteers, Hunter Powell, and Howard Debret for their faithful service.

ROADMASTER – Philip Setzer reported on all work and mileage for the month of April.

SEO – Aaron Sepkowski read the SEO report provided for the month of April.

ZONING OFFICER – Aaron Sepkowski reported on all work for the month of April.

COMPLIANCE OFFICER – NONE

ATTORNEY – There was no report.

FIRE COMPANY – Rodney Quinn reported on activity for the month of May. Rodney stated that fundraising letters will be sent out to the township. Breakfast will be held on May 21, 2023 due to the holiday.

EMS REPORT – Aaron Sepkowski read the report for April.

UNFINISHED BUSINESS: Aaron Sepkowski reported there were two bid openings at the work session. Motion Andrew Nazarenko to accept Wayco Inc. as the lowest responsible bid on the material bid. Second: Phil Setzer. On the question: None. **Motion carried. 3-0.**

Phil Setzer made a motion to accept Wayco Inc as the lowest responsible bid on the paving project. Second: Aaron Sepkowski. On the question: None **Motion Carried. 3-0**

NEW BUSINESS: Motion: Andrew Nazarenko to advertise a special meeting on Monday, May 22, 2023, at 6:00 p.m. to appoint an interim tax collector. The meeting will be held at the township office. **Second:** Phil Setzer. On the question: None **Motion Carried. 3-0.**

PUBLIC PARTICIPATION:

Ralph Antidormi asked Phil Setzer how he documented his time spent unloading cows. Ralph also questioned what was being done about the Mecca property. Phil Setzer provided an explanation as to what transpired since Ralph filed a formal complaint on the Mecca property. Aaron also stated there has been action by the property owner. Ralph Antidormi Jr. questioned why there were two checks excluded from the bill list. Mary Fabritius thanked the supervisors for addressing the condition of the abandoned property she discussed last month.

NEXT MEETING: June 5, 2023, 7:00 p.m.

ADJOURN: Motion Andrew Nazarenko, second Philip Setzer to adjourn the meeting at 7:20 PM. Motion Carried. 3-0.

MADISON TOWNSHIP SUPERVISORS MEETING MINUTES
May 22, 2023
SPECIAL MEETING – APPOINTMENT OF INTERIM TAX COLLECTOR

Chairman Aaron Sepkowski called the Monday, May 22, 2023, meeting to order at 6:00 PM followed by a moment of silent meditation and pledge to the flag.

Present were **SUPERVISORS:** Aaron Sepkowski, Andrew Nazarenko, and Philip Setzer.
SOLICITOR: Joel Wolff **SECRETARY:** Doreen Salt

CHANGES TO THE AGENDA: There was none.

NEW BUSINESS: Appointment of an Interim Township Property Tax Collector – Aaron stated the special meeting of this evening was posted properly. He introduced the attached letter of intent from Christine Konopka for the position. Aaron stated he also received a verbal intent from Melanie Smith.

PUBLIC PARTICIPATION ON AGENDA ITEMS: Debbie Gromlich, Deputy Tax Collector, presented the taxes she has received from Tom Smith since the passing of his wife Donna Smith. Ms. Gromlich stated she was advised by her attorney not to take any action other than returning the taxes to the township. She was informed by the bank that the township would have to write a letter notifying them of the appointed tax collector. A new signature card would need to be filed with the bank thereby eliminating the need to close the account.

Chairman Sepkowski called an executive session to discuss the candidates. The meeting was adjourned for three minutes. The special meeting reconvened following the session.

NEW BUSINESS: Chairman Sepkoski asked for a motion and second to appoint an interim tax collector. **Motion:** Andy Nazarenko to appoint Melanie Smith as the interim tax collector. **Second:** Phil Setzer. On the question- Phil stated he appreciated the letter of interest from Ms. Konopka and Doreen Salt who volunteered to carry the position until election time. Considering Melanie's pre-involvement with Donna, Phil felt it was the right decision to appoint Melanie. He also thanked Debbie Gromlich for her professionalism with her background and trusts her judgement. Chairman Sepkowski thanked everyone for their involvement. **Motion carried: 3-0.**

OTHER PUBLIC PARICIPATION: There was none.

NEXT MEETING: June 5, 2023, at 7:00 p.m.

ADJOURNMENT: Motion: Phil to adjourn the meeting. Second: Andy. **Motion carried: 3-0.**
The meeting adjourned at 6:20 p.m.

BILL LIST 06/05/2023

Num	Name	Memo	Amount
23177	PHIL SETZER	REIMBURSEMENT	106.92
23178	DOREEN A SALT	04/30/2023-05/13/2023	331.14
23179	GARY ENSLIN	04/30/2023-05/13/2023	728.78
23180	KENNETH J MEAD	04/30/2023-05/13/2023	2,529.71
23181	PHILIP SETZER	04/30/2023-05/13/2023	2,199.37
23182	STEPHANIE OLTMANN	04/30/2023-05/13/2023	392.45
23183	GARY A ENSLIN	APRIL	53.71
23184	CHAD WHEELER EXCAVATING LLC	EQUIP RENTAL	2,250.00
23185	ADAMS CABLE	INTERNET	70.00
23186	DOREEN SALT	REIMBURSE STAMPED ENVELOPES	387.20
23187	EDWARDS BUSINESS SYSTEMS	MONTHLY COPIER LEASE	76.35
23188	GateHouse Media PA Holdings LLC	ADVERTISING	225.28
23189	GFL ENVIRONMENTAL	TRASH REMOVAL (2 MONTHS)	90.50
23190	INDUSTRIAL ELECTRONICS	TWO WAY RADIO	60.00
23191	LACKAWANNA RECYCLING CENTER, INC.	RECYCLING DROP OFF	43.20
23192	VERIZON	TELEPHONE	229.16
23193	KENNETH J MEAD	05/13/2023-05/27/2023	1,553.02
23194	DOREEN A SALT	05/13/2023-05/27/2023	367.37
23195	PHILIP SETZER	05/13/2023-05/27/2023	1,577.22
23196	STEPHANIE OLTMANN	05/13/2023-05/27/2023	449.20
23197	ABC OIL COMPANY	EQUIPMENT FUEL	516.20
23198	EDWARDS CONCRETE	CONCRETE BLOCKS	300.00
23199	GateHouse Media PA Holdings LLC	BID ADVERTISEMENTS	272.12
23200	HAMLIN AUTO PARTS LLC	BRAKE PARTS, FUELFILTERS	305.09
23201	JAMES T. O'HARA INC	TOPSOIL	650.00
23202	JOHN BONHAM ROAD SUPPLY	STREET SIGNS	178.26
23203	LAFRATTE ENGINEERING INC	PROFESSIONAL SRV	510.00
23204	MOSCOW AGWAY	LANDSCAPE SEED, LIME, SPRAYER	304.96
23205	NSM WELDING SERVICES	HANDRAIL WELDING	135.00
23206	ROSSI ROOTER LLC	HYDROEXCAVATE	875.00
23207	TR MATTHEWS	SUPPLIES	157.07
23208	AARON SEPKOWSKI	SUPERVISOR PAY	137.93
23209	ANDREW NAZARENKO (SUP)	SUPERVISOR PAY	137.93
23210	PHILIP J SETZER (SUP)	SUPERVISOR PAY	137.93
23211	EDWARDS CONCRETE	CONCRETE BLOCKS-HEADWALL	350.00
23212	GateHouse Media PA Holdings LLC	TAX COLLECTOR MEETING ADV	299.52
23213	INDUSTRIAL ELECTRONICS	TWO WAY RADIO	60.00
23214	JOHN BONHAM ROAD SUPPLY	STREET SIGNS	87.00
23215	PSATS CDL PROGRAM	CDL TESTING	101.00
23216	TR MATTHEWS	SUPPLIES	72.82
23217	WOLFF LAW, PC	PROFESIONAL SRV/SOLICITOR PAY	2,105.00
ACH	PA DEPT OF REVENUE	PAYROLL TAX	336.24
ACH	CINTAS	UNIFORMS	252.20
ACH	IRS	PAYROLL TAX	2,496.62
ACH	PPL	LIGHTS	298.94
ACH	ATT	CELL PHONE PD BY PHONE	148.70
			<u>24,946.11</u>