

The January 7, 2019 Organizational Meeting of Cogan House Township Board of Supervisors was called to order at 7:00 p.m. at the Municipal Building by Chairman Howard Fry. Board members present were Howard Fry, Robert Emery, and Daniel Roupp.

Howard Fry made a motion make Daniel Roupp temporary chairman and Theresa Roupp as temporary secretary, Robert seconded motion carried 3 – 0 vote.

Nominations were opened for the Following Chairman. Robert made a motion to appoint Howard Fry as Chairman Daniel seconded motion carried 3 – 0 vote. Howard made a motion to appoint Daniel Roupp as Vice Chairman, Robert seconded motion carried 3 – 0 vote. Howard made a motion to appoint Theresa Roupp as Secretary and her salary stay the same at \$14,000.00, Bob seconded motion carried 2 – 0 Daniel abstained from vote. Howard made a motion to have both Supervisor Roupp and Supervisor Emery be Road Master so that one may cover if the other is away. Both Supervisors seconded the motion was carried 3 – 0. Supervisor Emery made a motion to appoint Howard Fry as Treasurer, Daniel seconded motion carried 2 – 0 vote. Howard abstained from vote. The treasurer's bond currently at \$2,500,000.00 was suggested to leave and will change at later date when more funds come in. Howard made a motion to keep the same, Daniel seconded motion carried with 3 – 0 vote. Supervisors re-appoint the following employees: Gary Livermore, Travis Crooks, Susan Liddic, and Lori Douglass. Daniel made a motion to re-appoint the employees, Robert seconded motion carried 3 – 0 vote. Supervisor Emery made a motion to appoint John Mahoney of Ruggiero Law Office, Engineer Pennoni, EMA Coordinator Iva Guillaume, Chairman of Vacancy Board Mike Vaughn, SEO & SEO Alternate as Robert Bertin and Jamie Nolan, Supervisor Roupp seconded motion carried 3- 0 vote. Supervisor Roupp made a motion to continue to have First Citizens Community Bank to be the Township Depository Supervisor Emery seconded motion carried 3 – 0. All three Supervisors will be attending the PSATS Conference in April Supervisor Roupp made a motion to appoint Supervisor Emery as the voting delegate and Supervisor Fry seconded motion carried 2 – 0 vote, Supervisor Emery abstained. Supervisors will receive \$50 per day along with meals while attending conference and will be paid the IRS rate of \$.58 per mile for travel. Supervisor Emery made a motion to appoint Iva Guillaume as the Designation Agent for the Township, Supervisor Roupp seconded, motion carried 3 – 0.

Public Comment: None

Supervisor Fry made a motion to adjourn the organizational meeting at 7:16 p.m. Supervisor Roupp second motion carried 3 – 0 vote.

The January 7, 2019 regular meeting was called to order at 7:17 p.m. by Chairman Fry, Supervisor attending were Howard Fry, Daniel Roupp and Robert Emery.

PUBLIC COMMENT: NONE

DECEMBER MINUTES, BILL LIST AND TREASURERS REPORT-Supervisor Emery made a motion and approve them Supervisor Roupp seconded motion carried 3 – 0 vote.

7:20 Bids for EOC Renovation were none. The Board made a motion to pull the bids due to some unforeseen issues with Codes. Supervisor Roupp made a motion to re bid the EOC Renovation, Supervisor Emery seconded motion carried 3 – 0 vote. Bids will be opened at 7:20 p.m. at the February 5 meeting, bids must be received by 1:00 p.m. on the same day.

Correspondence: PSATS sent out information for the 2019 PSATS Convection and also the Salary Survey in surrounding townships. State Police advising people of scams trying to get money out of residence. Lycoming County Addressing advised of Ordinance 96-3 for Property Addressing. Received ALTA Division Orders for Martin and Stryker paid that requires signatures from the Supervisors. New Bid

Requirements for 2019 Purchases & contracts below \$11,100 require no formal bidding, telephone, or written quotes. Purchases & contracts between \$11,100 and \$20,600. Require three written/telephone quotes. Purchases and contracts over \$20,600 require formal bidding.

EMA Coordinator: None West Branch needed signature for the raffle tickets and the first one will be based off the March Daily Lottery Numbers.

Will be working on the School Bus Route issues in 2019 with Penndot, and the issue with Rt 184 vehicles missing the turn off of it. She also required a signature on letters going to Lewis Township for the canceled Fire Service. Letter will include the check for Workmen's Compensation for 2018. Lewis Township advised they will refund the balance from the time they pulled out for service. Iva advised at the request of the secretary to send letters to Liberty Volunteer Fire Company when they would know what the Workmen's Compensation would be and also a copy of the signed contract with them. She had no response from phone calls so she issued letters to the Fire Company. She did two gas surveys.

Road Masters Report: Nothing much going on waiting for the new Truck to come and waiting for the snow to try it out.

New Business: Signing of Robert Bertin's new contract with no changes for 2019. Supervisor Emery made a motion to sign contract Supervisor Roupp seconded, motion carried 3 – 0 vote. Received letter from Co Stars about 2019 Salt Bid. Reminder to fill out the form online. Supervisors discussed whether to increase the purchase of salt. They decided to increase to 250 Ton Supervisor Roupp made a motion to increase the purchase Supervisor Emery seconded motion carried 3 – 0 vote. Also needed to update Employee Handbook due to changing the office hours to Tuesday, Wednesday and Thursday from 8:00 a.m. to 1:00 p.m. or by appointment. Supervisor Roupp made a motion to change and update handbook, Supervisor Emery seconded motion carried 3 – 0 vote.

Sign Payroll

Adjourn – 8:20 p.m.

Secretary

