

The January 2, 2024 Organizational Meeting of Cogan House Township Board of Supervisors was called to order at 6:00 PM at the Municipal Building by Chairman Howard Fry, Board Members attending were Supervisor Lori Douglass and Supervisor Daniel Roupp. There were approximately 9 residents in attendance. Pledge of Allegiance was given. Supervisor Howard Fry made a motion to appoint Supervisor Lori Douglass as temporary chairperson and Theresa Roupp as temporary secretary. Supervisor Roupp seconded voted 2 – 0. Supervisor Douglass abstaining. Temporary Chairperson Douglass nominated Supervisor Fry as permanent Chairman. Supervisor Roupp seconded with Supervisor Fry abstaining. Voted 2 – 0 MC. Chairman Fry made a motion to appoint Supervisor Lori Douglass as Vice-Chairperson, Supervisor Roupp seconded w/ Supervisor Douglass abstaining. Voted 2 – 0 MC. Chairman Fry made a motion to appoint Theresa Roupp as permanent secretary and her compensation at \$20,000.00, Supervisor Douglass seconded with Supervisor Roupp abstaining, voted 2-0 MC. Chairman Fry made a motion to appoint Theresa Roupp as Treasurer, Supervisor Douglass seconded, with Supervisor Roupp abstaining, voted 2 – 0 MC. Chairman Fry made a motion to established bond for the Treasurer at \$10 Million, Supervisor Douglass seconded voted 3 – 0 MC. Chairman Fry made a motion to appoint Supervisor Roupp as Road Master, Supervisor Douglass seconded with Supervisor Roupp abstaining voted 2 – 0. Chairman Fry made a motion to reappoint employees and also set wages. The following were reappointed, James Beatty (he has since notified the Township that he will not be remaining as an employee), Daniel Roupp, Bill Marcusky, Brian Schittler, and Michael Mertes for emergency snow plowing. Wages remain the same at summer work \$18.50 and snow removal at \$25.00. Supervisor Douglass seconded voted 2 – 0 with Supervisor Roupp abstaining. Chairman Fry made a motion to appoint John Mahoney (Ruggiero Office) as Township Solicitor, Larson Design as Township Engineer, Janice Livermore as EMA Coordinator, William Marcusky as Vacancy Board, Terry Meyers as SEO with alternate Robert Bertin. Supervisor Douglass seconded voted 3 – 0 MC. Chairman Fry made a motion to keep First Citizens Community Bank as the township depositories for the township funds, Supervisor Douglass seconded, voted 3 – 0 MC.

Chairman Fry made a motion to appoint Supervisor Roupp to attend PSATS Conference as a voting delegate and would receive \$50.00 per day that he is there, Supervisor Douglass seconded, with Supervisor Roupp abstaining voted 2-0 MC. Chairman Fry made a motion to set the mileage rate for officials and secretary using personal vehicles for township business at the 2024 IRS rates of \$.67 cents, Supervisor Douglass seconded voted 3-0 MC.

Chairman Fry made a motion to appoint the following for TCC Delegates as Mary Gregory, Howard Fry and Lori Douglass as alternates. Supervisor Roupp seconded voted 3 – 0 MC. Chairman Fry advised that the commission rate for Mary Gregory Tax Collector will remain at 10%. Chairman Fry established the meeting times as 6:00 PM the first Tuesday of the month except for November which will be on Wednesday due to election. Meetings will remain at the Cogan House Municipal Building. Chairman Fry made a motion, Supervisor Roupp seconded, voted 3 – MC. Chairman Fry authorized and established reimbursement policy for township employees to attend training, other convention/conferences at employee's rate of pay plus expenses and meals with a paid receipt. Supervisor Douglass seconded, voted 3 – 0 MC.

Chairman Fry made a motion to appoint Theresa Roupp as Open Records Officer for 2023, Supervisor Douglass seconded voted 3 – 0 MC.
Organizational Meeting adjourned at 6:10 PM.

The January 2, 2024 Regular Meeting of the Board of Supervisors of Cogan House Township was called to order by Chairman Fry, with Supervisor Daniel Roupp and Supervisor Lori Douglass in attendance. The pledge was previously given at the organization meeting.

Public Comment: Supervisor Douglass announced that student Ciara Kieser was present, she will be applying for the PSATS Scholarship in the spring. David Lenhart advised to the board that he would like to take them up on the offer previously for in return to let experts do water testing over on Post Road he may in return dig up Post Road to find culverts that may have been placed there in the past. The Board advised the Lenhart's that they will need to contact the lawyer of the litigation that is in place currently with any offers they are requesting.

The Board reviewed the minutes of December 5, 2023, the Bill List and Treasurer's report. Chairman Fry made a motion to accept and approve, Supervisor Roupp seconded, voted 3 – 0 MC.

Correspondence received from Conservation District Dirt & Gravel advising that Supervisor Roupp and Chairman Fry will need to do their training in order to receive any grant money for low volume roads in the township. The secretary asked if they will be doing and advised it is a 2-day training and will be in Lock Haven. They agreed to attend.

EMA/Hazardous Mitigation Janice L did not attend the meeting.

Road Masters Report, Supervisor Roupp advised that the weather has been kind us so far have not had to go out and plow roads. He advised that the Township recently filled the Diesel tank and Gasoline and it totaled almost \$2,000.00. The roads have some pot holes due to the ground not being frozen. The crew will be cutting & trimming additional dead trees on the Buckhorn. The weather is showing a snow event on Saturday through Sunday. Old Business there was none. New Business is the Resolution & Engagement letter for Ginader Jones Firm to perform the 2023 audit. Chairman Fry made a motion to sign the resolution & engagement letter, Supervisor Douglass seconded, voted 3 – 0 MC. Ruggiero Law Offices sent in a letter advising of Rate Changes for the upcoming year of 2024.

There were no Letters of Intent from the gas companies.

Signed Payroll, Chairman Fry made a motion to adjourn the regular meeting at 6:30, Supervisor Douglass seconded, meeting adjourned.

Secretary

Chairman

Vice Chairperson
