

The January 6, 2025 Organizational Meeting of Cogan House Township Board of Supervisors was called to order at 6:00 P.M. by Supervisor Howard Fry, board members attending were Lori Douglass and Theresa Roupp. There were approximately 9 residents attending. Pledge of Allegiance was given. Public comment will be at the Regular Meeting right after. Supervisor Fry made a motion to appoint Supervisor Lori Douglass as temporary Chairperson, Supervisor Theresa Roupp second with Supervisor Douglass abstaining, voted 2 – 0 MC. Chairperson Douglass asked for a motion for Temporary Secretary, Supervisor Roupp nominated Howard Fry as Temporary Secretary with Chairperson Douglass seconded, voted 2 – 0 MC. Temporary Chairperson Douglass made a motion to nominate Supervisor Howard Fry as permanent Chairman, Supervisor Roupp seconded, voted 2 – 0 MC. Chairman Fry made a motion to nominate Supervisor Lori Douglass as vice chairperson, Supervisor Roupp seconded, voted 2 – 0 MC. Chairman Fry made a motion to appoint Supervisor Theresa Roupp as permanent secretary, Supervisor Douglass seconded, voted 2 – 0 MC. Chairman Fry made a motion to appoint Supervisor Roupp as Treasurer, Supervisor Douglass seconded, voted 2 – 0 MC. Chairman Fry made a motion to set Treasurer's Bond at \$10 Million, Supervisor Douglass seconded, voted 3 – 0 MC. Supervisor Roupp made a motion to appoint Chairman/Supervisor Howard Fry as Road Master, Supervisor Douglass seconded, voted 2 – 0 MC. Chairman Fry made a motion to reappoint employees who are not elected officials. They are Bill Marcusky, Brian Schittler, Mary Jones, and Lori Douglass. Supervisor Douglass seconded, voted 3 – 0 MC. Chairman Fry made a motion to appoint the following John Mahoney (Ruggiero Law Office) as Solicitor, Engineer Larson Design, EMA Coordinator Janice Livermore, Chairman Vacancy Board Bill Marcusky, Terry Myers SEO with alternates as Patrick McConnell, and Jami Nolan. (*Robert Bertin since then has resigned as SEO alternate*). Supervisor Douglass seconded, voted 3 – 0 MC. Supervisor Roupp made a motion to have First Citizens Community Bank to remain as the Township Depository, Supervisor Douglass seconded, voted 3 – 0 MC. Chairman Fry asked for motion to certify delegate to attend PSATS Conference on May 4 – 7, 2025. Supervisor Roupp made a motion to elect Chairman Fry as the delegate to attend, Supervisor Douglass seconded, voted 2 – 0. Chairman Fry made a motion to set mileage rate for the officials using personal vehicles for township business at the IRS rate for 2025 which is \$.70. Supervisor Douglass seconded voted 3 – 0 MC. Chairman Fry made a motion to have the TCC Delegate as Mary Gregory and alternate as Supervisor Douglass, Supervisor Roupp seconded voted 2 – 0 MC. Chairman Fry established that the tax collector is Mary Gregory which is an elected position and her commission remains the same at 10% of taxes collected. Chairman Fry established the monthly meeting location, date and time as the first Tuesday of every month except January and November, January is on the first Monday unless is a holiday and November is on Wednesday after election at 6:00 PM at the Municipal Building at 4609 Rt 184 Highway, Trout Run, PA 17771. Chairman Fry made a motion to authorize and establish reimbursement policy for township employees to attend training. (*Authorize all township employees to attend training classes & other*

convention/conference at employee's rate of pay plus expenses & meals with a receipt)  
Supervisor Douglass seconded, voted 3 – 0 MC. Chairman Fry established Open Records Officer for 2025 as Supervisor Roupp, Supervisor Douglass seconded, voted 2 – 0 MC. (All Supervisors that were appointed to a position abstained from the voting process)

Chairman Fry made a motion to adjourn the Organizational Meeting at 6:17 PM, Supervisor Douglass seconded, voted 3 – 0 MC. The regular meeting of January is immediately after.

The January 6, 2025 regular meeting of the Board of Cogan House Township Supervisors was called to order at 6:17 PM by Chairman Howard Fry, with Supervisor Lori Douglass and Supervisor Roupp attending. The 9 residents remained for this meeting. The Pledge was given previously at the Organizational Meeting. There was no Public Comment.

Correspondence received was a thank you from the Tabor Museum for the donation of \$250.00. From the state the bidding thresholds for 2025 are as follows, goods or services over \$23,800.00 require public bidding. Goods or services between \$12,900.00 and \$23,800.00 require 3 telephone bids and anything under \$12, 900.00 can be purchased without any bidding or quotes. The township received the 2025 SEO fees which are posted on the website and the office board. The state advised that the Co-Star salt contract is now open and needs to be filled out by March 15, 2025 for the 2025-26 season. The Lycoming County Conservation District Dirt, Gravel program is now open must be filed by March 31, 2025. Chairman Fry does not believe we will be asking for any monies at this time. EMA Coordinator Janice Livermore was not present at the meeting so no report from her. Road Master's report Chairman Fry/Road Master advised of nothing new except for the crew are taking care of the snowy roads and are out when needed. There were no Old Business or New Business. Only one letter of intent from Range Resources and that was for consumptive use of water for drilling & development on the Cornwall 6H – 8H pad located in Lewis and Cogan House Township.

Chairman Fry made a motion to adjourn the meeting at 6:35 PM, Supervisor Douglass second, voted 3 – 0 MC.

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Secretary

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Chairman

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