

**COVINGTON TOWNSHIP SUPERVISORS  
ORGANIZATION MEETING AGENDA  
MONDAY, JANUARY 04, 2021 7:00 PM**

- 1. PLEDGE OF ALLEGIANCE:**
- 2. AGENDA:** As presented
- 3. TEMPORARY CHAIRMAN:**
- 4. TEMPORARY SECRETARY:**
- 5. CHAIRMAN:**
- 6. VICE CHAIRMAN:**
- 7. SECRETARY-TREASURER:**
- 8. PUBLIC COMMENT:** Agenda items only
- 9. SOLICITOR:**
- 10. VACANCY BOARD CHAIRMAN:**
- 11. BUILDING CODE OFFICIAL & BUILDING INSPECTOR:**
- 12. UCC COMMERCIAL INSPECTOR:**
- 13. ZONING CODE ENFORCEMENT OFFICER:**
- 14. ZONING CODE ENFORCEMENT OFFICER SOLICITOR:**
- 15. CODES ENFORCEMENT OFFICER:**
- 16. EMERGENCY MANAGEMENT COORDINATOR:**
- 17. ENGINEER:**
- 18. ALTERNATE / PROJECT ENGINEER:**
- 19. OPEN RECORDS OFFICER/RIGHT TO KNOW OFFICER:**
- 20. ALTERNATE OPEN RECORDS OFFICER/RIGHT TO KNOW OFFICER:**
- 21. FLOOD PLAIN ADMINISTRATOR:**
- 22. PLANNING COMMISSION SECRETARY:**
- 23. ZONING HEARING BOARD SECRETARY:**
- 24. ZONING OFFICE SECRETARY:**
- 25. PLANNING COMMISSION SOLICITOR:**
- 26. ZONING HEARING BOARD SOLICITOR:**
- 27. SEWAGE ENFORCEMENT OFFICER:**
- 28. ALTERNATE SEO:**
- 29. PART TIME POLICE:**
- 30. PAVILION MANAGER:**
- 31. SENIOR CENTER COORDINATOR:**
- 32. SUPERVISOR LIAISONS:** Human Resources, Planning, Police, Roads, Sewer, Zoning
- 33. DIRECTOR OF PUBLIC WORKS:**
- 34. DELEGATE AND ALTERNATE DELEGATE TO LACKAWANNA COUNTY TAX -  
COLLECTION COMMITTEE:**
- 35. DEPOSITORIES:**

**VACANCIES:**

- 1. PLANNING COMMISSION MEMBER:** (5 Years)
- 2. SEWER BOARD MEMBER:** (5 Years)
- 3. ZONING HEARING BOARD MEMBER:** (3 Years)
- 4. ALTERNATE ZONING HEARING BOARD MEMBERS:** 2 (1 year each)
- 5. RECREATION COMMITTEE MEMBERS:** 1 five year term; 2 two year terms (BOS)
- 6. RECYCLING COORDINATOR:**
- 7. FOOD DISTRIBUTION COORDINATOR:**

**DELEGATES:**

- 1. DELEGATE TO STATE CONVENTION:** PSATS Convention to be held April 18-21, 2021
  - a.** Authorize attendance at PSATS Convention
- 2. DELEGATE TO LACKAWANNA COUNTY C.O.G:**
- 3. DELEGATE TO NORTH POCONO C.O.G:**
- 4. AGRICULTURE AREA ADVISORY COMMITTEE SUPERVISOR:**
- 5. CDL DRUG & ALCOHOL PROGRAM CONTACT PERSON:**

**FIRE CO:**

1. **FIRE COMPANY RESOLUTION:** Resolution 2021-01
2. **FIRE COMPANY OFFICERS & FIRE POLICE:** 2021 Executive & Operational Officers

**ESTABLISH REGULAR MONTHLY MEETING DATE:**

DATE \_\_\_\_\_ TIME \_\_\_\_\_ LOCATION \_\_\_\_\_

**ESTABLISH REGULAR MONTHLY WORK SESSION DATE:**

DATE \_\_\_\_\_ TIME \_\_\_\_\_ LOCATION \_\_\_\_\_

**FEES FOR HEARINGS:**

**EMPLOYEE HOLIDAYS:**

NEW YEAR'S DAY	MARTIN LUTHER KING DAY	PRESIDENT'S DAY
GOOD FRIDAY (Floating)	MEMORIAL DAY	4TH OF JULY
LABOR DAY	COLUMBUS DAY	VETERAN'S DAY (Floating)
THANKSGIVING DAY	CHRISTMAS EVE (1/2 DAY/FULL PAY)	
CHRISTMAS DAY	NEW YEAR'S EVE (1/2 DAY/FULL PAY)	

**TREASURER'S BOND:**

**SALARIES, FEES & HOURLY RATES:**

1. **ENGINEERS:**
  - a. ENGINEER
2. **ATTORNEYS:**
  - a. SOLICITOR
  - b. ZONING HEARING BOARD SOLICITOR
  - c. PLANNING COMMISSION SOLICITOR
3. **BUILDING INSPECTOR:**
4. **SECRETARY-TREASURER:**
5. **POLICE DEPARTMENT:**
  - a. CHIEF OF POLICE
  - b. FULL TIME OFFICERS
  - c. PART TIME PATROLMEN
  - d. SRO
6. **DEPARTMENT OF PUBLIC WORKS:**
  - a. DIRECTOR OF PUBLIC WORKS
  - b. FULL TIME ROAD LABORERS
  - c. PART TIME ROAD LABORERS
  - d. ESTATE MAINTENANCE:
7. **ZONING:**
  - a. ZONING OFFICER
  - b. ZONING SECRETARY
  - c. ZONING HEARING BOARD SECRETARY
8. **SEWAGE ENFORCEMENT OFFICER:**
9. **PLANNING COMMISSION SECRETARY:**
10. **NORTH POCONO SENIOR CENTER COORDINATOR:**
11. **PAVILION MANAGER:**

**PUBLIC COMMENT:** Open comment period

**ADJOURNMENT:**