

**COVINGTON TOWNSHIP BOARD OF SUPERVISORS  
ORGANIZATION MEETING AGENDA  
JANUARY 6, 2025 ~ 7:00 PM**

**TEMPORARY CHAIR-PERSON:**

**TEMPORARY SECRETARY:**

**PLEDGE OF ALLEGIANCE:**

**AGENDA:**

**PUBLIC COMMENT:**

**CHAIR-PERSON:**

**VICE CHAIR-PERSON:**

**SECRETARY:**

**TREASURER:**

**SOLICITOR:**

**VACANCY BOARD CHAIR-PERSON:**

**BUILDING CODE OFFICIAL & BUILDING INSPECTOR:**

**UCC COMMERCIAL INSPECTOR:**

**UCC APPEALS BOARD:**

**ZONING OFFICER & CODE ENFORCEMENT OFFICER:**

**ZONING OFFICER & CODE ENFORCEMENT OFFICER SOLICITOR:**

**EMERGENCY MANAGEMENT COORDINATOR:**

**ENGINEER:**

**ALTERNATE PROJECT ENGINEER:**

**OPEN RECORDS OFFICER / RIGHT TO KNOW OFFICER:**

**ALTERNATE RIGHT TO KNOW OFFICER:**

**FLOOD PLAIN ADMINISTRATOR:**

**PLANNING COMMISSION SECRETARY:**

**ZONING HEARING BOARD SECRETARY:**

**ZONING OFFICE SECRETARY:**

**PLANNING COMMISSION SOLICITOR:**

**ZONING HEARING BOARD SOLICITOR:**

**SEWAGE ENFORCEMENT OFFICER:**

**ALTERNATE SEO:**

**POLICE CHIEF:**

**FULL TIME POLICE:**

**PART TIME POLICE:**

**PAVILION MANAGER:**

**SENIOR CENTER COORDINATOR:**

**SUPERVISOR LIAISONS:**

**ROAD:**

**POLICE:**

**PLANNING:**

**ZONING:**

**SEWER:**

**DIRECTOR OF PUBLIC WORKS:**

**ROADMASTER:**

**DELEGATE AND ALTERNATE DELEGATE TO LACKA COUNTY TAX -COLLECTION  
COMMITTEE:**

**DEPOSITORIES:**

**VACANCIES ON BOARDS:**

**PLANNING COMMISSION MEMBER:**

**SEWER BOARD MEMBER:**

**ZONING HEARING BOARD MEMBER:**

**ALTERNATE ZONING HEARING BOARD MEMBERS:**  
**RECREATION COMMITTEE MEMBER:**  
**RECYCLING COORDINATOR:**  
**FOOD DISTRIBUTION COORDINATOR:**

**DELEGATES:**

**DELEGATE TO STATE CONVENTION:** PSATS Convention to be held May 4<sup>th</sup> thru 7<sup>th</sup>, 2025.

- *APPOINT ONE VOTING DELEGATE*
- *AUTHORIZE ANY OTHER DELEGATES TO ATTEND*
- *AUTHORIZE PAYMENT OF ALLOWABLE EXPENSES FOR ATTENDING DELEGATES TO STATE CONVENTION – previously hotels, meals (no alcohol), mileage, workshops*

**DELEGATE TO LACKAWANNA COUNTY C.O.G:**

**DELEGATE TO NORTH POCONO C.O.G:**

**AGRICULTURE AREA ADVISORY COMMITTEE SUPERVISOR:**

**CDL DRUG & ALCOHOL PROGRAM CONTACT PERSON:**

**FIRE COMPANY:**

**FIRE COMPANY RESOLUTION:** Resolution 2025-01

**FIRE COMPANY OFFICERS & FIRE POLICE:** 2025 Executive & Operational Officers

**ESTABLISH REGULAR MONTHLY MEETING DATES:**

Currently: The 1st Tues. of each month (except May) @ 7 p.m Municipal Office (20 Moffat Dr.)

January 7 <sup>th</sup>	May 13 <sup>th</sup>	September 2 <sup>nd</sup>
February 4 <sup>th</sup>	June 3 <sup>rd</sup>	October 7 <sup>th</sup>
March 4 <sup>th</sup>	July 1 <sup>st</sup>	November 4 <sup>th</sup>
April 1 <sup>st</sup>	August 5 <sup>th</sup>	December 2 <sup>nd</sup>
		January 5, 2026

**ESTABLISH REGULAR MONTHLY WORK SESSION DATES:**

Currently: The last Tuesday of each month @ 7 p.m., Municipal Office (20 Moffat Dr.)

January 28 <sup>th</sup>	May 27 <sup>th</sup>	September 30 <sup>th</sup>
February 25 <sup>th</sup>	June 24 <sup>th</sup>	October 28 <sup>th</sup>
March 25 <sup>th</sup>	July 29 <sup>th</sup>	November 25 <sup>th</sup>
April 29 <sup>th</sup>	August 26 <sup>th</sup>	

**ESTABLISH TIME LIMIT FOR PUBLIC COMMENT AT MEETINGS:**

**ESTABLISH MILEAGE RATE FOR USE OF PERSONAL VEHICLES FOR BUSINESS USE:**

**FEES FOR HEARINGS:**

**EMPLOYEE HOLIDAYS: (employees covered by an employment or collective bargaining agreement should refer to their contracts)**

New Year's Day	Martin Luther King Day	President's Day
Good Friday (Floating)	Memorial Day	4 <sup>th</sup> 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)	

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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:**

**ENGINEER:**

**ATTORNEYS:**

Township Solicitor:  
Zoning/Codes Enforcement Solicitor:  
Zoning Hearing Board Solicitor:  
Planning Commission Solicitor:

**BUILDING INSPECTOR:**

**SECRETARY:**

**TREASURER:**

**POLICE DEPARTMENT:**

Chief of Police: Lamm:  
Officers: Bastek, Jr.:  
Frisbie:  
Grube:  
Burrier:  
Uniform Allowance: Full-Time Officers  
Part-Time Officers

**DEPARTMENT OF PUBLIC WORKS:**

Director of Public Works:  
Roadmaster:  
Road Laborers (full time):  
Road Laborers (part time):  
Estate Maintenance/CDL Driver:

**ZONING:**

Zoning Officer:  
Zoning Secretary:  
Zoning Hearing Board Secretary:  
Zoning Hearing Board voting members:

**SEWAGE ENFORCEMENT OFFICER:**

**PLANNING COMMISSION SECRETARY:**

**PLANNING COMMISSION MEMBERS:**

**NORTH POCONO SENIOR CENTER COORDINATOR:**

**PAVILION MANAGER:**

**PUBLIC COMMENT:**

**ADJOURNMENT:**