

**COVINGTON TOWNSHIP SUPERVISORS
REGULAR MONTHLY MEETING
JANUARY 7, 2025**

The Covington Township Board of Supervisors held their regular monthly meeting on Tuesday, January 7, 2025, at 7:00 p.m. at the Covington Township Municipal building, Moffat Estate, 20 Moffat Drive, Covington Township, PA 18444. Chairwoman Kearney opened the meeting at 7:00 p.m. with the Pledge to the Flag.

Present were: Chairwoman/Secretary Melissa Kearney, Vice-Chairwoman Vicki Williams, Supervisor Wanda Andreoli, Supervisor William Willson, Supervisor/DPW Director F. Marshall Peirce and Attorney Joel Wolff.

Also present were: Building Inspector David Lamm, Engineer Mary Lou Butler, and Police Chief Jeff Lamm.

Agenda: ON MOTION, duly made (Willson), seconded (Andreoli) and carried (5-0) to accept the agenda as presented.

Public Comment: None.

Minutes: The approval of the minutes for the January 6, 2025, re-organization meeting will be tabled until next month so the board can have a chance to review them. ON MOTION, duly made (Williams), seconded (Peirce) and carried (5-0) to accept the minutes of the December 3, 2024 monthly meeting minutes as presented.

Bills: Vice-Chairwoman Williams questioned the Jalvo emergency radio repair bill. This bill was for the radio in the Tahoe. This radio was purchased in 2003 and needed to be replaced. The total for all bills was \$73,220.47. ON MOTION, duly made (Willson), seconded (Williams) and carried (5-0) to pay the bills as presented.

Treasurer's Report: The treasurer's reports were available for the public's review. The treasurer's reports included the following:

General Checking account: \$69,628.56

Payroll Checking account: \$9,455.66

PLGIT General Investment account: \$1,501,138.34

PLGIT Capital Projects account: \$12,375.66

Petty Cash account: \$245.85

State Fund account: \$245,879.43

ARPA account: \$21,586.80 (Chairwoman Kearney will question the treasurer about placing that account into the general account).

The total for all accounts is: \$1,860,310.30. ON MOTION, duly made (Williams), seconded (Peirce) and carried (5-0) to accept the Treasurer's report as presented.

Administrative Actions:

Resolution #2025-02 ~ A Revision of PTO accrual and usage: Attorney Wolff read Resolution #2025-02 which revises the way PTO time is accrued and the minimum number of hours per request. ON MOTION, duly made (Peirce), seconded (Williams) and carried (5-0) to adopt Resolution #2025-02.

Advertise yearly meeting dates for all boards: ON MOTION, duly made (Willson), seconded (Williams) and carried (5-0) to allow the secretary to advertise the meeting dates for all boards to include the next meeting of the board of auditors (which will be held on Wednesday, January 15).

Police Department Collective Bargaining Agreement: Prior to making the motion to adopt the tentative police department collective bargaining agreement, Supervisor Willson commented the only reason he is voting to adopt this agreement is because it has already cost the township \$35,000 for the small amount of officers in the police union, and if it is contested, it may cost the township an additional \$20,000. ON MOTION, duly made (Willson), seconded (Williams) and carried (3-2) to approve the tentative bargaining agreement for the police union. Chairwoman Kearney and Supervisor Peirce voted against approving the bargaining agreement.

Approve updated police department police manual: Chief Lamm has completed an updated police manual for the police department. This is a policy for the police department only and will be in addition to the police bargaining agreement and the employee handbook. ON MOTION, duly made (Andreoli), seconded (Williams) and carried (5-0) to approve the updated police department police manual.

Hire David Zegarski, full-time police officer: Chief Lamm described all candidates being recommended for a position within the department. The candidates were interviewed in August but due to the police negotiations, employment was delayed until now. ON MOTION, duly made (Willson), seconded (Andreoli) and carried (5-0) to hire David Zegarski as full-time police officer with a starting salary of \$30.00 per hour, no medical benefits are needed.

Hire Michael Benner, part-time police officer: ON MOTION, duly made (Williams), seconded (Andreoli) and carried (5-0) to hire Michael Benner as a part-time police officer with a starting salary of \$25.00 per hour with no benefits.

Hire Juan Baizan, part-time police officer: ON MOTION, duly made (Andreoli), seconded (Kearney) and carried (5-0) to hire Juan Baizan as a part-time police officer with a starting salary of \$25.00 per hour with no benefits.

Resignation of Diana Patton, Treasurer: A resignation letter from Diana Patton of Numbers Made Easy Consulting, LLC. was received. ON MOTION, duly made (Kearney), seconded (Williams) and carried (5-0) to accept the resignation letter with regrets of Diana Patton, Numbers Made Easy Consulting, LLC. Diana will be staying through the month of January. Chairwoman Kearney stated a replacement has been found and will be hired at next month's meeting.

Zoning Code Enforcement Officer: Due to the absence of the ZCEO's secretary, no report has been submitted. The ZCEO has been at the office, however, the official report has not been submitted.

Building Inspector: Dave Lamm reviewed his monthly report which included (2) electrical services, (1) detached garage w/living space above, and (1) single family residence. Chairwoman Kearney announced that Dave has been the building inspector for Covington Township for 41 years. ON MOTION, duly made (Williams), seconded (Andreoli) and carried (5-0) to accept the building inspector's monthly report.

Planning Commission: The planning commission is making a recommendation of approval for a minor subdivision of a property located on A.M. Hughes Blvd owned by Assol Khodeeva and Igor Mnatsekanov. Paula Perry of Eagle Lake Community Association was present to answer any questions, as Eagle Lake will be purchasing the smaller property from the previously mentioned owners after approval is received. Paula reported there are currently no plans for the development of the property Eagle Lake is purchasing, but she did note that a "will serve" letter has been received from the sewer authority for the new property. ON MOTION, duly made (Andreoli), seconded (Williams) and carried (5-0) to approve the minor subdivision of the property owned by Assol Khodeeva and Igor Mnatsekanov. A letter of resignation, due to health reasons, was received from Paul Schneider effective immediately. ON MOTION, duly made (Willson), seconded (Andreoli) and carried (5-0) to accept the resignation letter of Paul Schneider, with regrets. ON MOTION, duly made (Williams), seconded (Andreoli) and carried (5-0) to accept the planning commission's monthly report.

Engineer: Mary Lou Butler reported she will begin preparing the paperwork for the Roadway Improvements Project bid for Havenstrite Lane. ON MOTION, duly made (Andreoli), seconded (Williams) and carried (5-0) to accept the Engineer's monthly report.

Solicitor: Nothing to report.

Director of Public Works: Supervisor/DPW Director Peirce reported the well pump went bad in the well that serves the police department, senior center, dance studio, and recycling center. This pump was repaired by Knight Well Drilling. ON MOTION, duly made (Willson), seconded (Andreoli) and carried (5-0) to accept the DPW Director's monthly report.

Roadmaster: No report.

Moffat Maintenance: The remodel project is nearing completion for the new police station. A tentative move date is set for the 1st week of February.

Police Department: Chief Lamm reviewed his monthly report which summarized 183 service calls which included: (3) arrests, (1) juvenile arrest, (10) traffic citations, (31) traffic warnings, (1) non traffic citation, and (1) parking citation. A year-end report was also reviewed. There were 2,597 service calls for the 2024 year. This report included (38) criminal arrests, (58) non-traffic criminal arrests, (201) traffic citations, and (149) written warnings. Chief Lamm advised the majority of the traffic citations and written warnings took place from September on. He also gave some highlights for the 2024 year and spoke of his plans for the 2025 year. A quote in the amount of \$550.00 was received from Steve's Sign Works for a new sign to be placed at the new police station. ON MOTION, duly made (Willson), seconded (Williams) and carried (5-0) to approve the quote for the new sign. ON MOTION, duly made (Andreoli), seconded (Kearney) and carried (5-0) to accept the police department's monthly report.

Recreation Committee: A resignation letter, effective immediately, was received from Wanda Andreoli. ON MOTION, duly made (Williams), seconded (Kearney) and carried (5-0) to accept the resignation letter of Wanda Andreoli with regrets. The recreation committee will be meeting on the 3rd Tuesday of this month to reorganize.

Sewage Enforcement Officer: No report received.

New Business:

Set pavilion rental rate for non-profits: Chairwoman Kearney asked the supervisors to consider setting a nominal fee for non-profits to utilize the pavilion. Last year, there were as many private rentals as there were non-profits, and it does cost the township money to open the pavilion, both by way of the electric and the wages of the manager and estate maintenance to be sure the pavilion is open and clean.

Land Bank Acquisition: The county land bank will be acquiring (1) property within Eagle Lake located at Oak Place for recreational use.

HVAC systems at the Dance Studio: The (2) furnaces at the dance studio are approaching their end of life. The board will need to decide whether they would like to replace the furnaces alone or replace the entire HVAC systems. The cost to replace the (2) furnaces only would be around \$11,960 and the cost to replace the (2) entire HVAC systems would be between \$25 and \$30 thousand dollars. There are grants available for these replacements, but the board will need to decide how they want to proceed.

Sell cabinets and stove from new police station: There are 2 cabinets and an electric stove that will not be needed at the new police station. Being they are of de minimis value, they can be sold without prior advertising. Chairwoman/Secretary Kearney will post this on the website and place them for sale on Facebook Marketplace.

Letter of support for Multi-Sport Recreation Center: Supervisor Willson spoke about a letter of support the North Pocono Youth Soccer League is requesting. They are looking to secure support for a Multi-Sport Recreation Center for the children and adults of the North Pocono area. A brief discussion was held. ON MOTION, duly made (Willson), seconded (Andreoli) and carried to allow the secretary to send a letter of support to Ian Farr showing the township's support of the North Pocono Youth Soccer League's efforts. Supervisor/DPW Director Peirce commented that Supervisor Willson should advise them to reach out to the North Pocono Council of Governments (NP COG).

Correspondence: A letter from the Covington Township Independent Fire Company Ladies Auxiliary was received inviting the supervisors to attend their annual installation dinner to be held on Saturday evening at the VFW in Daleville.

Supervisor Comments: Chairwoman/Secretary Kearney complimented the Police Department on the number of service calls they had for the 2024 year. She also commented that the Fire Company had a record setting year with 322 fire calls, and the EMS portion of the fire company had 1,841 calls with 861 transports. She thanked Supervisor Peirce for all that he has done for the fire company and stated the residents of Covington Township are blessed to have such dedicated men and women serve our township.

Public Comment: None.

Adjournment: ON MOTION duly made (Williams) seconded (Andreoli) and carried (5-0) to adjourn the meeting at 7:51 pm.

Respectfully submitted:
Melissa Kearney, Secretary

Approved: 2-4-2025

A handwritten signature in cursive script that reads "Wanda R. Andreoli". The signature is written in black ink and is positioned below the date "Approved: 2-4-2025".