

**East Brunswick Township  
BOS Re-Organizational Meeting  
January 2, 2024 ~ Page 1**

The Board of Supervisors of East Brunswick Township held their Annual Re-Organizational meeting on Monday, January 2, 2024 at the Municipal Building. The Meeting was called to order by Chairman Jeffrey Faust at 6:30PM. There was a PLEDGE OF ALLEGIANCE to our flag.

In attendance for the meeting were Chairman Jeff Faust, Vice-Chairman/Treasurer Thomas Strause, Supervisor John Heim, Solicitor Jim Crossen, Engineer Brian Baldwin. Roadmaster Thomas Noecker, and Secretary Nicole Fisher.

**RE-ORGANIZATION**

On a motion by J. Heim, seconded by T. Strause, Jeff Faust was nominated as the Temporary Chairman. Voted All in Favor. (Jeff Faust abstained)

On a motion by T.Strause, seconded by J. Heim, Nicole Fisher was nominated as the Temporary Secretary. Voted All in Favor.

On a motion by J. Heim, seconded by T. Strause, Jeff Faust was re-elected as the Chairman of the Board for 2024. Voted All in Favor. (Jeff Faust abstained).

On a motion by J. Heim, seconded by J. Faust, Tom Strause was re-elected as the Vice-Chairman of the Board of Supervisors for 2024. Voted All in Favor (Tom Strause abstained).

On a motion by J. Heim, seconded by T. Strause, Nicole was re-appointed as the Secretary. Voted All in Favor.

On a motion by Jeff Faust, seconded by J. Heim, Tom Strause was re-appointed as Treasurer. Voted all in Favor. (Tom Strause abstained)

On a motion by J. Heim, seconded by J. Faust, Karen Coller, Amanda Brozana Rios and Alicia Keller were appointed as auditors for 2024. Voted All in Favor.

On a motion by J. Heim, seconded by T. Strause, Tom Noecker was re-appointed Roadmaster. Voted all in favor.

**WAGE SCALE**

On a motion by T. Strause, seconded by J. Faust, the following wage scales were approved:

- Road Crew Member (Keith Coller) - increase of \$.50 per hour
- Road Master (Tom Noecker) - increase of \$.50 per hour
- Secretary (Nicole Fisher) - increase of \$.50 per hour

**East Brunswick Township  
BOS Re-Organizational Meeting  
January 2, 2024 ~ Page 2**

- Since John Heim is a Working Supervisor, the Board of Auditors must set his compensation. The Board of Supervisors will make a recommendation to the Auditors that his rate be increased by fifty cents.

The Board voted All in Favor for the above increase in wages. J. Heim abstained in regards to his own wage.

On a motion by J. Faust, seconded by T. Strause, the pay scale for part time/seasonal help without a CDL will remain the same at \$13:00. On a motion by J. Faust, seconded by T. Strause the pay scale for part time/seasonal help with a CDL remains the same at \$18. Voted All in Favor.

**TREASURER’S BOND**

On a motion by Jeff Faust, seconded by J. Heim, to make a recommendation to the auditors to keep the Treasurer’s Bond the same at \$2 Million. Voted All in Favor. (Tom Strause abstained)

**APPOINTMENTS**

On a motion by J. Faust, seconded by J. Heim, James E. Crossen III of Williamson, Friedberg & Jones, was re-appointed as the township legal counsel for 2024. Voted All in Favor.

On a motion by J. Heim, seconded by J. Faust, Brian Baldwin of Alfred Benesch, was appointed as the engineer of the township for 2024. Voted All in Favor.

The Alfred Benesch & Company Master Agreement was accepted and two original copies were signed by the supervisors.

**BUILDING CODE OFFICIAL**

On a motion by T. Strause, seconded by J. Heim, Light-Heigel and Associates, Inc. was re-appointed as Zoning Officer and Building Code Official to perform inspections for the township for 2024. Voted All in Favor.

On a motion by Jeff Faust, seconded by T. Strause, Wayne Bowen was re-appointed as the Primary Sewage Enforcement Officer for 2023. Voted All in Favor.

**APPOINTMENT OF DEPOSITORY OF TOWNSHIP FUNDS**

The banking institutions for the General Fund, State and Payroll Accounts will remain the same with Mauch Chunk Trust Company (MCT). The escrow account will remain with Truist, previously BB&T.

**East Brunswick Township  
BOS Re-Organizational Meeting  
January 2, 2024 ~ Page 3**

On a motion by J. Heim, seconded by T. Strause, the board agreed the depositories to remain the same for 2024. Voted All in Favor.

**CHECK SIGNERS**

On a motion by John Heim, seconded by Tom Strause, first check signer is to remain Jeff Faust. Voted All in Favor. (Jeff Faust abstained)

On a motion by John Heim, seconded by Jeff Faust, second check signer is to remain Tom Strause. Voted all in Favor. (Tom Strause abstained)

On a motion by J. Heim, seconded by T. Strause, Jeff Faust was appointed as the Township Representative for Blue Mountain Recreation Commission. Voted All in Favor. (J. Faust abstained)

On a motion by Tom Strause, seconded by J. Faust, John Heim was appointed as the Alternate Township Representative for Blue Mountain Recreation Commission. Voted All in Favor. (J. Heim abstained)

On a motion by Jeff Faust, seconded by John Heim, Tom Strause was appointed as the Primary Township Representative for SSCOG. Voted All in Favor. (Tom Strause abstained).

On a motion by Tom Strause, seconded by J. Heim, J. Faust was appointed as the Alternate Township Representative for SSCOG. Voted All in Favor. (Jeff Faust abstained).

On a motion by Jeff Faust, seconded by John Heim, Jean Strause was appointed as delegate for the Schuylkill Tax Collection Committee. Voted all in favor. (T. Strause abstained)

On a motion by Jeff Faust, seconded by Tom Strause, John Heim was re-appointed as Floodplain Coordinator.

On a motion by T. Stause, seconded by J. Faust, J. Heim was delegated the task of issuing Floodplain Permits.

On a motion by J. Faust seconded by T. Strause, Jane Shellhamer was appointed as the Special Events Coordinator. Voted all in favor.

**TOWNSHIP MILEAGE RATES**

**East Brunswick Township  
BOS Re-Organizational Meeting  
January 3, 2023 ~ Page 4**

**East Brunswick Township  
BOS Re-Organizational Meeting  
January 2, 2024 ~ Page 4**

On a motion by J. Faust, seconded by T. Strause to set the mileage reimbursement rate at the 2024 federal rate of .65.5 cents per mile. Voted All in Favor.

**TOWNSHIP TAX RATES**

On a motion by J. Faust, seconded by T. Strause, the township tax rates will remain the same. Voted All in Favor.

- Real Estate Mills - 5.614
- Per Capital - \$5.00
- Local Services Tax - \$10.00
- Tax Collector Commission Rate - 3.5%

**PUBLIC COMMENTS:**

.

**PERSONS TO BE HEARD:**

**UNFINISHED BUSINESS:**

**Potential Grant Opportunities**

B. Baldwin informed the board that they had until next meeting to decide if they wanted to apply for the previously discussed grant.

**Laurel Lane**

B. Baldwin informed the board that it would be best to rename the road using an ordinance rather than a resolution. J. Crossen will be drafting a new ordinance for the renaming of South Laurel Lane for the next meeting. J. Faust made a motion to change the name to South Laurel Lane pending the adoption of an ordinance. Seconded by J. Heim. Voted All in Favor.

**Alyssa Folweiler Conditional Use**

J. Crossen informed the board that the hearing has been advertised, a notice was sent to the applicant and the zoning officer.

**NEW BUSINESS:**

**Fee Schedule**

B. Baldwin presented the board with an updated SALDO Fee, considering it hasn't been updated since 2010. J. Faust to adopt updated SALDO Fee schedule resolution 2024-1. Seconded by J. Heim. Voted All in Favor.

**CORRESPONDENCE**

**GENERAL**

**East Brunswick Township  
BOS Re-Organizational Meeting  
January 2, 2024 ~ Page 5**

**SOUTHERN SCHUYLKILL COG MEETING  
TBD**

**BLUE MOUNTAIN RECREATION COMMISSION MEETING**

The monthly recreation meeting is scheduled for Wednesday, January 24th at 7 PM.

**CONCERNS**

No concerns

**SEMINARS**

**PERMITS**

**ROAD MASTER REPORT**

Tom Noecker reported on the road crew's recent activities in the township which has consisted of removing topsoil pile on the field. They spent time working in the shop due to weather.

**MEETING MINUTES**

Motion by J. Faust, seconded by J.Heim to approve the minutes for the Regular BOS Meeting of December 19, 2023 as presented. All Voted in Favor.

**TREASURER'S REPORT**

The treasurer's report was tabled until the February 27<sup>th</sup> meeting, due to QuickBooks freezing.

**REVIEW AND AUTHORIZATION OF BILLS**

Motion by T. Strause, seconded by J. Heim to approve the Payment of Bills as presented and all necessary bills between now and the February 27<sup>th</sup> BOS meeting.

On a motion by J. Faust, seconded by T. Strause, the meeting was adjourned at 4:03PM. All Voted in Favor.

Respectfully submitted,

Nicole Fisher  
Secretary