

**East Brunswick Township
BOS Re-organization/Monthly Meeting
January 5, 2026~ Page 1**

The Board of Supervisors of East Brunswick Township held their annual Re-Organizational meeting on Monday, January 5, 2026 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-John Heim Engineer-Brian Baldwin, Secretary/Treasurer-Jill Kulbitsky. Thomas Noecker, Jean Strause, David Teter, Clint Schock-NR/EBT Community Fire Co, Matthew Frey and Chad Neifert- New Ringgold Ambulance were also in attendance.

RE-ORGANIZATION

Jean Strause addressed the Board of Supervisors, thanking them for appointing her to complete Tom Strause's term of office.

According to the Schuylkill County Election Bureau, a supervisor will need to be appointed for a 2-year term until the next municipal election in 2027. Based on number of write-in votes, David Teter was appointed. D. Teter took his oath of office, facilitated by J. Faust.

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

On a motion by J. Faust, seconded by J. Heim, Jill Kulbitsky was nominated as the Temporary Secretary. Voted All in Favor.

On a motion by J. Heim, seconded by D. Teter, Jeff Faust was nominated for Chairman of the Board for 2026. Voted All in Favor. (Jeff Faust abstained).

On a motion by J. Heim, seconded by D. Teter, nominations were closed and Jeff Faust was re-elected as the Chairman of the Board for 2026. Voted All in Favor. (Jeff Faust abstained).

On a motion by J. Faust, seconded by D. Teter, John Heim was nominated for Vice-Chairman of the Board of Supervisors for 2026. Voted All in Favor (John Heim abstained).

On a motion by J. Faust, seconded by D. Teter, nominations were closed and John Heim was re-elected as the Vice-Chairman of the Board for 2026. Voted All in Favor. (John Heim abstained).

On a motion by J. Heim, seconded by D. Teter, Jill Kulbitsky was re-appointed as the Secretary/Treasurer. Voted All in Favor. On a motion by J. Heim, seconded by D. Teter, Alicia Keller, Sue Biege and Connie Fetzer were appointed as auditors for 2026, contingent upon acceptance of new appointments of Biege and Fetzer. Voted All in Favor.

On a motion by J. Faust, seconded by J. Heim, Planning Commission members Tom Noecker, Keith Collier and Jane Tamulonis were reappointed for a 4-year term. On a motion by J. Faust, seconded by D. Teter, Planning Commission members Greg Rautzhan and Carol Bylone were reappointed for a 2-year term. Voted all in favor.

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

EXECUTIVE SESSION

At 7 p.m., on motion by J. Faust, seconded by J. Heim, the Board of Supervisors entered into Executive Session for personnel purposes. Voted all in favor.

At 7:13 pm., the re-organization meeting was resumed on motion by J. Faust, seconded by J. Heim. Voted all in favor.

WAGE SCALE

On a motion by J. Faust, seconded by J. Heim, the following wage scales were approved. Voted all in favor.

- Road Crew Member (Keith Collier) - increase of \$.50 per hour
- Road Master (Tom Noecker) - increase of \$.50 per hour
- Road Crew Member (Steve Dissinger)- increase of \$.50 per hour.
- Secretary/Treasurer (Jill Kulbitsky) - increase of \$.50 per hour

On a motion by J. Faust, seconded by J. Heim, the pay scale for part-time/seasonal help without a CDL will remain the same at \$13.00. Voted all in favor.

On a motion by J. Heim, seconded by J. Faust the pay scale for part-time/seasonal help with a CDL will increase to \$18.50. Voted All in Favor.

TREASURER'S BOND

On a motion by J. Heim, seconded by D. Teter, to make a recommendation to the auditors to keep the Treasurer's Bond the same at \$2 Million. Voted All in Favor.

APPOINTMENTS

On a motion by J. Faust, seconded by D. Teter, James E. Crossen III of Williamson, Friedberg & Jones, was retained as township legal counsel for 2026. Voted All in Favor.

On a motion by J. Faust, seconded by D. Teter, Brian Baldwin of Alfred Benesch, was re-appointed as the engineer of the township for 2026. 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 J. Faust, seconded by J. Heim, Light-Heigel and Associates, Inc. was re-appointed as Zoning Officer and Building Code Official to perform inspections and issue permits for the township for 2026. Voted All in Favor.

On a motion by J. Heim, seconded by D. Teter, Wayne Bowen was re-appointed as the Primary Sewage Enforcement Officer for 2026. Brior Environmental Services was re-appointed as back-up. Bowen's fee schedule will remain the same as 2025. Voted All in Favor.

DEPOSITORY OF TOWNSHIP FUNDS

On a motion by J. Faust, seconded by D. Teter, the General Fund, State and Payroll Accounts will remain the same with Mauch Chunk Trust Company (MCT). Voted all in favor.

On a motion by J. Faust, seconded by D. Teter, the escrow account, currently with Truist, previously BB&T, will be closed and moved to Mauch Chunk Trust Company. Voted all in favor.

The Board of Supervisors tasked the secretary/treasurer with checking interest rates at other local financial institutions.

CHECK SIGNERS

J. Faust made a motion, seconded by J. Heim, to add, Secretary/Treasurer, Jill Kulbitsky to the bank account signature cards. The signers for 2026 will be Jeff Faust, John Heim and Jill Kulbitsky. Voted all in favor.

On a motion by J. Faust, seconded by J. Heim, John Heim was appointed as delegate to attend the **PSATS annual conference** in Hershey, April 19-22, 2026. Dave Teter was appointed as alternate delegate. Voted all in favor.

On a motion by J. Heim, seconded by D. Teter, Jeff Faust was appointed as the Township Representative for **Blue Mountain Recreation Commission**. John Heim was appointed as the Alternate Township Representative for Blue Mountain Recreation Commission. Voted All in Favor.

On a motion by J. Faust, seconded by John Heim, D. Teter was appointed as the Primary Township Representative for **SSCOG**. J. Faust was appointed as alternate. Voted All in Favor.

On a motion by Jeff Faust, seconded by D. Teter, John Heim was re-appointed as **Floodplain Coordinator** and delegated the task of issuing Floodplain permits. Voted all in favor.

On a motion by J. Heim, seconded by D. Teter to set the 2026 **mileage** reimbursement rate to be the same as the 2026 federal rate of .725 cents per mile. Voted All in Favor.

TOWNSHIP TAX RATES

On a motion by J. Faust, seconded by D. Teter, the township per capita and local services tax rates and tax collector commission rate will remain the same. Voted All in Favor.

- Per Capital - \$5.00
- Local Services Tax - \$10.00
- Tax Collector Commission rate - 3.5%

Due to the 2025 county re-assessment, in order to keep the property tax revenue neutral for 2026, the real estate tax millage will be set at 1 mill. J. Faust made a motion to set the rate at 1 mill. D. Teter seconded the motion. Voted all in favor.

REGULAR MONTHLY MEETING

PUBLIC COMMENTS

Clint Schock, President of the New Ringgold/East Brunswick Township Community Fire Co. updated the Board on the election of new officers: Clint-President, Chad Neifert - Vice-President, John Carracappa - Fire Chief. Clint thanked EBT for their support and discussed the fire co.'s intent to modernize the social hall with financial help from EBT. When the schedule is known, the fire company will clear the event schedule. Funds will most likely be available in the spring.

Matt Frey and Chad Neifert updated the Board stating they intend to purchase an additional used ambulance since the current one needs extensive repairs. J. Faust reminded them that in order to secure grants on behalf of the ambulance association, EBT's name will need to be added to the organization. J. Faust recommended their solicitor meet with township solicitor to discuss this process.

PERSONS TO BE HEARD

None

UNFINISHED BUSINESS

Employee handbook

Further review of the handbook is necessary. A workshop session can be arranged with employees to discuss handbook.

Pine Valley Road bridge project

The Contech arch drawings have been approved and completed. Construction and arch delivery and installation are expected to be completed by March 25, 2026, with paving expected mid-April. New temporary construction easements are likely needed to accommodate the work. It was recommended that the Chairman be authorized to sign any necessary easements. J. Heim made a motion to authorize Jeff Faust to sign easement agreements. J. Faust seconded the motion. All in favor.

NEW BUSINESS

Fee Schedule Revisions

Brian Baldwin presented recommended revisions to the stormwater, driveway, SALDO, and floodplain application fee schedules. J. Faust made a motion to adopt the revised

fee schedules, as presented, by Resolution #2026-1. D. Teter seconded the motion. All in favor.

Ordinance Considerations

New ordinances and/or amendments to the township zoning ordinance will be prepared to address new potential uses, particularly solar farms and data centers.

Grant updates

The township was awarded \$302,000 for a heavy-duty dump truck through the 2024 LSA state grant.

New members will need to be appointed to the Zoning Hearing Board.

CORRESPONDENCE

None

GENERAL

BLUE MOUNTAIN RECREATION COMMISSION MEETING

The monthly recreation meeting is scheduled for Wednesday, February 25, 2026 at 7 p.m.

ROAD MASTER REPORT

T. Noecker reported on the activities of the road crew, stating the crew has plowed and applied anti-skid multiple times, cleared downed trees and serviced equipment.

MEETING MINUTES

BOS MONTHLY MEETING - John Heim made a motion to approve the minutes, as presented. J. Faust seconded. All in favor. (D. Teter abstained)

TREASURERS REPORT

A motion was made by J. Faust to approve the treasurer's report. D. Teter seconded the motion. All in Favor.

REVIEW AND AUTHORIZATION OF BILLS

J. Heim made a motion to approve the payment of bills, as presented. D. Teter seconded the motion. All in favor.

ADJOURNMENT

On a motion by J. Heim, seconded by J. Faust, the meeting was adjourned at 8:47 pm. All in favor.

Respectfully submitted,

Jill Kulbitsky
Secretary/Treasurer