

SHESEQUIN TOWNSHIP
Reorganization Meeting Minutes
January 6, 2025
3:30pm

The reorganization meeting of the Sheshequin Township Supervisors was held on January 6, 2025 at the township building. Supervisors attending were Kurt Lafy, Joseph Richter, and John Smith along with Lori Kepner – Secretary. Member of the public present at this time were Laura Hewitt. The meeting was called to order at 3:30 PM by Lafy.

A Motion was made by Lafy, seconded by Richter to appoint Temporary Chairman as John Smith and Temporary Secretary as Lori Kepner. Motion Passed.

Chairman of Board

A motion was made by Smith seconded by Richter to appoint Kurt Lafy as Chairman of the Board. Motion passed.

Vice Chairman

A motion was made by Smith and seconded by Lafy to appoint Joseph Richter as Vice Chairman of the Board. Motion passed.

Member:

A motion was made by Lafy and seconded by Richter to appoint John Smith as Member of the Board. Motion passed.

Road Master: A motion was made by Lafy to appoint John Smith as Road Master with a pay rate of \$25.83 per hour, motion seconded by Richter. Motion passed. The suggested wages are to be sent to the auditors for consideration.

Secretary/Treasurer

A motion was made by Smith and seconded by Richter to appoint Lori Kepner as Secretary/Treasurer, with a yearly salary of \$14,615.00. Motion passed.

Treasurer Bond

A motion was made by Lafy and seconded by Smith to set the Treasurer Bond at \$1,000,000.00. Motion passed.

Building Code/Flood Plain Officer

A motion was made by Lafy and seconded by Richter to appoint Code Inspections Inc. as the Building Code/Flood Plain Officer. Motion passed.

SEO: SEO position is currently vacant. William Toth will only act as a backup until the Board finds someone to replace him.

Chairman Vacancy Board

A motion was made by Lafy and seconded by Richter to appoint Ralph Perry as the Chairman of the Vacancy Board. Motion passed

Solicitor

A motion was made by Lafy and seconded by Richter to retain Attorney Paul Litwin for the 2025 year as the Township Solicitor. Motion passed

CDL Contact Person

A motion was made by Richter and seconded by Smith to appoint Lori Kepner as CDL Contact Person. Motion passed.

Depository for Township

A motion was made by Lafy and seconded by Smith to set the Depository for the township as PS Bank and PLGIT. Motion passed.

Set Wages

A motion was made by Lafy and seconded by Richter to set the wages as follows for 2025. All working Supervisor wages to be forwarded to the auditors for final approval. Motion passed. Wages to be paid bi-weekly. This is a 2 1/2 % increase.

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|-------------------------------|---------|
| 1. Full-time Road Crew – Kyle | \$23.68 |
| 2. Part-time CDL | \$20.00 |
| 3. Working Supervisor | \$20.00 |

Regular Monthly Meeting

The monthly township meetings are set for the Third Monday of each month, beginning at 6:30 PM, which was passed at the December 2024 Township Meeting.

Holidays:

A motion was made by Lafy and seconded by Richter to set the following Holidays for the employees. Motion passed.

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|-------------------|----------------------------------|
| 1. New Year's Day | 5. Labor Day |
| 2. Good Friday | 6. Veterans Day |
| 3. Memorial Day | 7. Thanksgiving Day, & Day after |
| 4. Fourth of July | 8. Christmas Day |

EMS Coordinator

A motion was made by Lafy and seconded by Richter to appoint Tonya Barnett as EMS Coordinator. Motion Passed.

Engineer:

A motion was made by Lafy seconded by Richter to hire an engineer on an as needed basis. Motion Passed.

TCC Primary Delegate

A motion was made by Lafy and seconded by Richter to appoint Lori Kepner as Sheshequin Township TCC Primary Delegate, Lafy as the first alternate and Smith as the second alternate. Motion Passed.

Open Records Officer

A motion was made by Lafy and seconded by Richter to appoint Lori Kepner as the Township open record officer. Motion passed.

Authorization of Accounts Payable

A motion was made by Lafy and seconded by Richter to authorize Secretary/treasurer to pay bills twice a month; or as needed so late fees are not incurred. Motion Passed. Depositories for the Township are PS Bank and Plgit.

2025 Mileage rate

A motion was made by Lafy and seconded by Richter to set the mileage at \$0.70 cents per mile. Motion passed
Total miles of township roads are 49.38 miles, Total Mills 7.36, Total Population is 1302. There was no tax increase.

Close Meeting

A motion was made by Lafy and seconded by Smith to adjourn the reorganization meeting at 3:45 PM.

Minutes prepared by
Lori Kepner, Secretary

Sheshequin Township Minutes

January 6th, 2025 Regular Meeting

Chairman Lafy opened the meeting at 3:50pm:

Attendees, Chairman Kurt D. Lafy, John Smith, member, and Vice-Chairman Joe Richter; also present was secretary, Lori Kepner. There was one visitor present, Laura Hewitt:

Smith motioned to accept the December 16th, 2024 Regular Meeting minutes. Richter seconded and all agreed. The road master provided a verbal road report. They have been plowing and sanding as needed.

There is nothing new to report on the Fire Dept, EMC or Web site. There is nothing new with the township website. We are still in the process of looking for a new SEO. There is nothing new with Code permit reports at this time; all permits that were received were forwarded to the board.

Old Business: There is nothing new on the progress for the Solar Ordinance. Lafy will continue to work on it. There is nothing new to report on the Bailey violation at Hornbrook homes. There is nothing new to report on the Miller properties. Smith will continue to work on getting information on new radios for the township. The board discussed a new hire. We should look into advertising the new hire on the radio and possibly registering with a local unemployment company.

New Business: The board accepted the slate of voting delegates during the reorganization meeting. Smith made a motion to pass the BCTCC Resolution for 2025. Richter seconded and all agreed. Kyle Lane from Claverack provided a sample support letter to the Township for future Broadband extensions throughout Bradford County. The board reviewed the letter. Lafy made a motion to accept the letter drafter by Kepner to support the Broadband extensions. Richter seconded and all agreed.

Lafy made a motion to accept the treasurer's report. Smith seconded and all agreed. The meeting was adjourned at 3:59pm.

Next meeting will be February 18th, 2025 at 6:30pm.

Minutes prepared by Lori Kepner, Secretary