

# Ridgebury Township Office



13278 Berwick Turnpike  
Gillett PA 16925

## January 6, 2024 Supervisors' Re-Organizational Meeting Minutes

1. Meeting in session – Pledge of allegiance led by the supervisors
2. Announcement and identification of video and/or audio recording sources
3. Public Participation
4. Motion to appoint a temporary chairperson, Ava Deconto, Approved
5. The temporary chairperson receives nominations for permanent position as chairperson  
Motion to nominate permanent chairperson  
(After elected, the new chairperson conducts the remainder of the meeting) Ava DeConto,  
Approved
6. Motion to appoint Vice Chairman, Luke Jelliff, Approved
7. Motion to Appoint Secretary  
Motion to appoint Haley Robson as temporary secretary for Ridgebury Township,  
Approved
8. Appoint Treasurer and set bond  
Motion to appoint Patricia Scala as Treasurer for Ridgebury Township. Motion to set  
treasurer's bond at 1.2 million dollars, Approved
9. Motion to set employee wage rates as follows: Approved
  - Bobby Leonard, Foreman \$28.00/hour
  - Shawn Hart, CDL \$24.00/hour
  - Brett Bowman, CDL \$22.00/hour (per diem)
  - Jordan Stringham, CDL \$23.00/hour
  - Andrew Jelliff, CDL \$22.00/hour (per diem)
  - Patricia Scala, Treasurer \$20.00/hour
  - Haley Robson, Temporary Secretary \$25.00/hour
  - Dave Baker, Auditor \$18.00/hour
  - Heidi Baker, Auditor \$18.00/hour

Terry Husted (Mowing \$16.00/hour / Recycling \$70.00/day)

\*Correction: Auditors will set Terry's salary at \$17.00/hour for mowing, and \$70 per day for recycling

10. Motion to have up to five per diem road crew positions, pay rates \$20-\$22/hour for CDL drivers, Approved
11. Motion to appoint Daniel Janowski as Chairman of the Vacancy Board, Approved
12. Motion to appoint John Thompson Solicitor, pay rate is \$135 per hour, Approved
13. Motion to appoint Ava DeConto as Primary TCC Delegate, First Alternate Luke Jelliff, Second Alternate Terry Husted, Approved
14. Motion to appoint Andrew Jelliff Emergency Management Coordinator, Approved
15. Motion to appoint \_\_\_\_ as Mobile Home Permit/Ordinance Enforcement Officer (none appointed, working on this.)
16. Motion to appoint Patricia Scala as Assessment Permit Officer, Approved
17. Motion to appoint Pat Scala as Open Records Officer, Approved
18. Motion to appoint Ava DeConto as COG Representative, Approved
19. Motion to designate C&N Bank as the Depository for the Township Fund, Approved
20. Motion to designate The Daily Review as the newspaper for Legal Advertisements, Approved
21. Motion to set mileage reimbursement for the use of personal vehicles at the 2025 IRS Standard Mileage Rate of .70 cents, Approved
22. Motion to set monthly meetings for 2025 on the 1<sup>st</sup> Tuesday of each month at 7 pm, Approved
23. Motion to supply training for all employees as needed throughout the year, Approved
24. Motion to appoint Kathy Jo Minnick as Community Park Chairman, Approved
25. Certify delegates to the State Association's Annual Convention

Motion to certify all three Supervisors as delegates to the State Association's Annual Convention, Approved

26. Motion to appoint Luke Jelliff as Primary Bradford County Sanitation Delegate, Alternate Terry Husted, Approved

27. Motion to appoint Ava DeConto as Primary UCC Hearing Board Delegate, Alternate Luke Jelliff

28. Motion to advertise for new positions as needed throughout the year, Approved

29. Motion to appoint Code Inspections as Floodplain Administrator, Approved

30. Motion to increase supervisor's pay to \$100 per meeting, Approved

31. Motion to appoint Bobby Leonard as Driveway and Road Crossings Inspection Officer, Approved

32. Motion to eliminate Roadmaster and Assistant Roadmaster positions, Approved

\*This concludes the 2025 Organizational Meeting.