

PINE CREEK TOWNSHIP  
MINUTES OF JANUARY 6, 2025  
REORGANIZATION MEETING

The Pine Creek Township Supervisors held their reorganization meeting on January 6, 2025, at 10:00 a.m., with John M. Reese, Dean L. Edwards, Jr., and Dave Winkleman, Jr. present.

Also present: Kevin Ferrara and Ken Packard

**Individuals recording the meeting:** Kevin Ferrara

Supervisor Dave Winkleman, Jr., nominated and made a motion to appoint Darlene S. Macklem as Temporary Chairman and as Temporary Secretary; seconded by Supervisor John Reese, MCU.

Supervisor Winkleman made a motion to appoint Dean Edwards as Chairman of the Board of Supervisors for 2025; seconded by Supervisor Reese, MCU.

Supervisor Edwards made a motion to appoint Supervisor Dave Winkleman, Jr. as Vice-Chairman of the Board of Supervisors for 2025; seconded by Supervisor Reese, MCU.

Supervisor Reese made a motion to reappoint Darlene S. Macklem as Secretary/Treasurer for 2025; seconded by Supervisor Winkleman, MCU.

Supervisor Winkleman made a motion to reappoint Thom Rosamilia as Solicitor; seconded by Supervisor Reese, MCU.

Supervisor Reese made a motion to reappoint Darlene S. Macklem as Right-To-Know Officer; seconded by Supervisor Winkleman, MCU.

Supervisor Edwards made a motion to appoint Darlene Macklem as a Voting Delegate; Dave Winkleman, Jr. as the Alternate Voting Delegate and Jeri Goodbrod as the Second Alternate Voting Delegate to the Clinton County Tax Collection Committee; seconded by Supervisor Winkleman, MCU.

Supervisor Reese made a motion to reappoint Dave Winkleman, Sr., as Zoning Officer; seconded by Supervisor Edwards, the motion passed 2-0 with Supervisors Reese and Edwards voting in favor of the motion and Supervisor Dave Winkleman, Jr., abstaining.

Supervisor Winkleman made a motion to reappoint Terry Crawford as Code Enforcement Officer; seconded by Supervisor Reese, MCU.

Supervisor Edwards made a motion to approve Supervisors Dave Winkleman, Jr., Dean Edwards, Jr., and John Reese as working Supervisor Employees of the township; seconded by Supervisor Reese, MCU.

Supervisor Winkleman made a motion to reappoint Supervisor John Reese as Roadmaster; seconded by Supervisor Edwards, the motion passed 2-0 with Supervisors Edwards and Winkleman voting in favor of the motion and Supervisor Reese abstaining.

Supervisor Reese made a motion to reappoint Todd Pysher, P.E., as the Township Engineer; seconded by Supervisor Winkleman, MCU.

Supervisor Winkleman made a motion to appoint Terry Myers as the Primary Sewage Enforcement Officer; seconded by Supervisor Edwards, MCU.

Supervisor Reese made a motion to appoint Jeff Kreger and Eric Williamson as Alternate Sewage Enforcement Officers; seconded by Supervisor Reese, MCU.

Supervisor Edwards made a motion to appoint Supervisor Winkleman as the voting delegate for the Pennsylvania State Association of Township Supervisors Education Conference in April; seconded by Supervisor Reese, MCU.

Supervisor Edwards made a motion to schedule the monthly township meetings on the first Wednesday of each month at 7:00 p.m.; seconded by Supervisor Winkleman, MCU.

Supervisor Winkleman made a motion to schedule monthly work sessions for the last Thursday of each month at 3:00 pm, as needed, seconded by Supervisor Reese, MCU.

Supervisor Dean Edwards made a motion that the amount of the 2025 Secretary/Treasurer's Bond be set at \$2,000,000; seconded by Supervisor Dave Winkleman, MCU.

Supervisor Winkleman made a motion to set the mileage reimbursement rate at \$.70/mile consistent with the 2025 IRS mileage rate; seconded by Supervisor Reese, MCU.

Supervisor Edwards made a motion to designate Jersey Shore State Bank, Journey Bank, Woodlands Bank, First Commonwealth Bank, First National Bank and PLGIT as depositories for 2025; seconded by Supervisor Winkleman, MCU.

Supervisor Reese made a motion approving the Treasurer to issue checks for payment of operational expenses which are received after the regular monthly meeting of the Board of Supervisors. The invoices are to be paid by check and signed by the Treasurer and a Supervisor; seconded by Supervisor Winkleman, MCU.

Supervisor Winkleman made a motion to authorize the Roadmaster/Supervisor Reese to prepare and accept proposals to perform intermunicipal work; second by Supervisor Edwards, the motion passed 2-0 with Supervisors Edwards and Winkleman voting in favor of the motion and Supervisor Reese abstaining.

Supervisor Winkleman explained that the Board of Supervisors based pay increases for the road crew on the hourly rate paid by other employers in the area and are increasing the base wage of road crew employees to \$22.00 per hour. In addition, existing employees will receive an hourly increase of \$1.50 per hour.

Supervisor Winkleman stated that police officers will not receive a pay increase in 2025 because they were recently changed from being paid hourly to receiving an annual salary.

Supervisor Winkleman made a motion to increase the base pay for road crew employees to \$22.00 per hour and increase the hourly rate for road crew employees by \$1.50 per hour; seconded by Supervisor Edwards, MCU.

Supervisor Reese made a motion to increase the salary of the Secretary/Treasurer by three (3%) percent; seconded by Supervisor Winkleman, MCU.

**Clinton County Economic Partnership Representative:**

Supervisor Edwards made a motion to appoint Dave Winkleman, Jr., as the Clinton County Economic Partnership Representative; seconded by Supervisor Reese, MCU.

**Planning Commission:  
(4-year term)**

Supervisor Edwards made a motion to appoint Damon Duffield to complete the term of Chris McCracken until 2026 to the Planning Commission; seconded by Supervisor Winkleman, MCU.

Supervisor Edwards announced there is one vacancy remaining on the Planning Commission and residents interested in the position should submit a letter of interest to the Supervisors.

**Alternate Planning Commission Member:  
(4-year term)**

Supervisor Winkleman made a motion to appoint Dean Edwards as an Alternate on the Planning Commission; seconded by Supervisor Reese, MCU.

**Pine Creek Municipal Authority:**

Supervisor Edwards reported a vacancy on the Pine Creek Municipal Authority Board and the Authority is seeking an individual from the Woolrich area at this time.

**Vacancy Board Chairman – Annual Appointment**

Supervisor Edwards made a motion to appoint Dan Eckley as the Vacancy Board Chairman; seconded by Supervisor Reese, MCU.

**Zoning Hearing Board:  
(4-year term)**

Supervisor Winkleman made a motion to reappoint Kevin Johnson and Rhonda Sweeney to the Zoning Hearing Board; seconded by Supervisor Reese, MCU.

**Emergency Management Coordinator:**

Supervisor Edwards made a motion to reappoint James Hess as the Emergency Management Coordinator; seconded by Supervisor Winkleman, MCU.

**Public Participation:**

Resident Kevin Ferrara asked about the Assistant Secretary/Treasurer position listed on the meeting agenda and Supervisor Edwards stated there will not be an Assistant Secretary/Treasurer position this year.

Mr. Ferrara also asked about Jeri Goodbrod of Wayne Township being appointed as a second alternate to the Clinton County Tax Collection Committee and whether a resident of Pine Creek Township could be appointed to the position.

Secretary Macklem explained that the second alternate is not called upon often to attend the meetings and appointing an alternate from another municipality who most likely would be attending the meeting would be able to represent Pine Creek Township at the meeting. She suggested to Mr. Ferrara if he is aware of someone who would like to be appointed as the second alternate to have them contact the Supervisors for their consideration.

Mr. Ferrara also asked if the Secretary/Treasurer position is a part-time or full-time position. Supervisor Edwards indicated it is a part-time position and Ferrara then asked how many hours a week Secretary Macklem works.

A discussion was held and the Supervisors explained to Mr. Ferrara that there are not set number of hours and the Secretary works the number of hours required to meet work deadlines and the amount of work varies dependent on the time of year.

The Supervisors pointed out the Board is able to reach the Secretary after normal working hours when needed, including weekends.

### **Adjournment**

There being no further business, Chairman Edwards adjourned the meeting at 10:15 a.m.

Respectfully submitted,

***Darlene S. Macklem***

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Darlene S. Macklem  
Secretary