

Fred J. Rosencrans-Township Manager  
Karen Rose-Assistant Township Manager

Administrative Office Hours  
Monday thru Friday 8:30am- 4:30pm

Brynn A. Kukosky-Township Clerk

Board of Supervisors  
Meets second Wednesday  
of each month 7:00pm



180 East Center Street • Shavertown, PA 18708-1514 • Ph: 570-696-3809 • Fax: 570-696-3411

## **KINGSTON TOWNSHIP BOARD OF SUPERVISORS**

### **SUPERVISORS MEETING**

**December 11, 2024**

#### **-AGENDA-**

#### **PLEDGE OF ALLEGIANCE**

#### **ROLL CALL**

Thomas Ketchner, Chair  
Kim Rose, Vice Chair  
Melissa Chamberlain  
James Balavage  
Zeid Alhashemi

#### **ANNOUNCEMENTS**

An Executive Session was held on 12-11-2024 at 6:30pm, in order to discuss the building risk and vulnerabilities assessment report.

The Dallas Area Municipal Authority (DAMA)- MS4 amended plan is available for Public Inspection on our website under the MS4 link.

Residents are reminded the Winter Parking Ordinance is in effect from November 1<sup>st</sup>, 2024 until March 31<sup>st</sup>, 2025. A copy of the Ordinance can be found on the Township's Website.

#### **PUBLIC COMMENTS**

The Board of Supervisors will now take public comments on non-agenda items. Please come to the microphone, state your name and address for the record and express your comments within an allotted **five (5) minute** time frame.

**APPROVAL OF MINUTES**

**MOTION    SECOND**

November 11, 2024    Public Work Session  
November 13, 2024    Regular Supervisors Meeting

**MANAGER MATTERS**

- ❖ Thank You Letter for PWD services
- ❖ Thank You email from Chief Williams, Jackson Twp. PD
- ❖ Thank You letter from Back Mountain Memorial Library
- ❖ Center St. Park Water line installation update
- ❖ E. Franklin St. bridge replacement update
- ❖ Harris Hill Rd. bridge replacement update

**ADMINISTRATIVE REPORTS**

**Motion to accept and approve the Administrative Reports as submitted and indicated on the agenda.**

**PRIOR MONTH**

Zoning Officer's Report	Rental Property Report
Police Department Report	Public Works Dept. Report

**TREASURER'S REPORT**

**MOTION    SECOND**

**Motion to approve Treasurer's Report as indicated on the agenda.**

<b><u>Description</u></b>	<b><u>Beginning Bal.</u></b>	<b><u>Ending Balance</u></b>
General Fund	\$1,377,981.82	\$1,677,482.94
Capital Reserve Fund	\$ 610,960.60	\$ 511,109.33
State Liquid Fuels Fund	\$ 64,284.23	\$ 49,798.98
DCED/ARPA Fund	\$ 201,131.52	\$ 151,826.32
<b>Total</b>	<b>\$2,254,358.17</b>	<b>\$2,390,217.57</b>

**BILLS PAYABLE**

**MOTION    SECOND**

**Motion to approve the Bills Payable as posted.**

**BUSINESS****MOTION   SECOND**

- 1. Motion to authorize the Township Manager to advertise for a Public Hearing (Ordinance O-2025-1) for an amendment regarding Rezoning Application No. 24-05, Small Wonders, Inc. of 18 Country Road, Shavertown, PA 18708 from R-1 Single Family Residential to B-1 Neighborhood Business PIN # E-9-A-46A.**
  
- 2. Motion to authorize the Township Manager to advertise for a Public Hearing (Ordinance O-2025-2) for an amendment regarding Rezoning Application No.24-06, Cletta Salavantis of 55 Country Road Shavertown PA 18708 for the Corner Lot located at Manor Drive and Neighborhood Business PIN #E-9-A-46.**
  
- 3. Motion to approve the Planning Commission recommendation to the Board of Supervisors for the Cross Valley Plaza, LLC. Final Development Update and Plans pending the following outstanding items, and authorize Township Manager to sign and execute any and all required documentation, as indicated: 1. Highway Occupancy Permit from PennDOT. 2. Applicant's Authorization for Agent, Greenman-Pederson, Inc. to apply for Highway Occupancy permit (Form M950AA). Application for Traffic Signal Approval (Form TE-160) 3. Escrow Agreements with the Township (6' fence and stormwater basin). 4. Stormwater Maintenance Fund. 5. Renew NPDES.**

**BUSINESS** (contd.)**MOTION**    **SECOND**

4. **Motion to approve Resolution R-2024-23, Authorizing the Township Manager to execute and submit to the PA Dept. of Transportation (PennDOT): A Traffic Signal Maintenance Agreement (TSMA), future modifications to the TSMA and future applications for Traffic Signal approval.**
5. **Motion to authorize the Township Manger to accept the proposal and execute contract with Tri-Boro Fencing Contractors off of PA COSTARS in the amount of \$11,410.00, to replace fencing at the compost site entrance.**
6. **Motion to accept the 2023 Financial Audit report, as presented by Rainey and Rainey, CPA's.**
7. **Motion to select flag design #1 or #2 for official Kingston Township flag. (Roll call vote).**
8. **Motion to approve Resolution R-2024-22, Adopting the Official Flag for Kingston Township.**
9. **Motion to accept the Center Street Park Phase 3 and 4 engineering and grant management proposal from Benesch Engineering in the amount of \$90,500.00, and authorize Township Manager to sign and execute contract.**

**BUSINESS** (contd.)**MOTION**   **SECOND**

- 10. Motion to approve and authorize Township Manager to implement building and site security enhancements, as specified within the Risk and Vulnerability Assessment report recently completed by the PA State Police Bureau of Criminal Investigation, Intelligence Division, Domestic Security Section.**

The Board of Supervisors Reorganization Meeting will be held on Monday January 6, 2025 at 6:30pm. The Public Work Session will immediately follow reorganization meeting at 7:00pm, in preparation for the next Regular Meeting of the Board of Supervisors to be held on Wednesday, January 8, 2025 at 7:00 p.m.