

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

February 12, 2025

-AGENDA-

7:00PM CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

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

PRESENTATION

Ceremonial Proclamation presentation to Keith J. Murray on 20 years of service on the Civil Service Commission.

ANNOUNCEMENTS

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

Residents are reminded that the 2025 Spring Clean-up will be held Thursday, May 1st, Friday, May 2nd and Saturday May 3rd. Coupons will be available for purchase starting March 3rd at the administration building.

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**

January 06, 2025 Reorganization Meeting
January 06, 2025 Public Work Session
January 08, 2025 Regular Supervisors Meeting

MANAGER MATTERS

NONE

ADMINISTRATIVE REPORTS

MOTION **SECOND**

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.

<u>Description</u>	<u>Beginning Bal.</u>	<u>Ending Balance</u>
General Fund	\$1,319,241.41	\$1,116,165.41
Capital Reserve Fund	\$ 454,227.05	\$ 395,313.02
State Liquid Fuels Fund	\$ 38,480.94	\$ 29,573.37
DCED/ARPA Fund	\$ 150,888.35	\$ 150,956.56
Total	\$1,962,837.75	\$1,692,008.36

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 the 2025 Line Painting Bid.**
- 2. Motion to authorize the Township Manager to execute the agreement with the Luzerne County District Attorney's Office for the award of a 2024 Chevrolet Silverado Police Vehicle from a Justice Assistance Grant (JAG).**
- 3. Motion to authorize the Township Manager to advertise for a Public Hearing on the Firefighter Local Property Tax Relief Grant.**
- 4. Motion to Approve Resolution R-2025-3 Disposal and Retention Schedule in accordance with the Municipal Records Manual.**
- 5. Motion to authorize the Township Manager to apply for the DGS Statewide Contract for Sodium Chloride (Road Salt) for August 2025 to July 2026.**
- 6. Motion to authorize the Township Manager to sign and execute the Service Agreement with Pennsylvania Economy League (Consultant) in order to review the current Home Rule Charter and make recommendations for potential amendments to the current Home Rule Charter. Amount not to exceed \$7,000.**

- 7. Motion to authorize the Township Manager to execute agreement with Mesko Glass in the amount of \$1,765 to raise front office area partition.**

ADJOURNMENT

The next Public Work Session will be held on Monday, March 10, 2025, at 7:00 pm in preparation for the next Regular Supervisors' Meeting to be held on Wednesday, March 12, 2025, at 7:00 pm.