

▪ **MINUTES**
 ▪ **Pittston Township**
 ▪ **Board of Supervisors Meeting**
 ▪ **December 6, 2023**

Call Meeting To Order 10:00 AM

- Pledge of Allegiance
- Roll Call Slezak ___P___ Hawk _P_ Steve Rinaldi Phone_

A Special Meeting has been called to consider the hiring of a Zoning Officer and Business Manager. Meeting was advertised in the Citizens Voice on December 5, 2023.

Mr. Bonita questioned the Supervisors about the hiring process. When Mr. Best retired BHW was asked to perform the duties of Zoning and a letter was sent authorizing them to act as Township Zoning Officer. Mr. Bonita was informed that BHW was already contacted by the Township Solicitor and told them of the hiring of Mr. Spencer. A resume was received from Jud Spencer and he was interviewed by the Supervisors and Mr. Bonita. Mr. Bonita asked the Supervisors if Mr. Spencer is to be hired full time or part time employee or was Mr. Spencer to be hired as independent contractor. It was the opinion of Supervisors that the position of Zoning Officer would be better served as an employee. He will be considered an at-will employee. During his interview Mr. Spencer stated that he would be available part time or full time. Supervisors offered a rate of \$25/per hour on a part time basis and Mr. Spencer agreed. He advised the Supervisors that he now passed the BCO certification.

- Motion - to hire Judson Spencer as Zoning Officer part time at will employee at a hourly rate of \$25 per hour.

Slezak _S___ Hawk ___H_ Rinaldi _____
 Roll Call: Slezak _Y___ Hawk _Y___ Rinaldi Y

Next on the agenda was hiring of a Business Manager. Mr. Bonita stated that he had concerns about the managerial aspects of this position in that the selected candidate had no experience in municipal operations. A meeting was to be held with the candidate to explain in detail his job functions but never occurred. Supervisor Slezak felt that the chosen candidate was given an overview of the job and was given paperwork outlining the position and that was sufficient.

- Motion - to hire Kyle Roztiski as Business Manager at an annual salary of \$60,000 with benefits outlined in the Police CBA.

Slezak _M___ Hawk ___S_ Rinaldi _____
 Roll Call: Slezak _Y___ Hawk ___Y_ Rinaldi Y

▪ **MINUTES**
 ▪ **Pittston Township**
 ▪ **Board of Supervisors Meeting**
 ▪ **December 6, 2023**
 ▪

Public Comment

John Bonita

I asked to be heard about the hiring of the Pittston Township Administrator for the Township. With my experience and knowledge of the position I feel that I should have been more involved in the hiring process - not just the initial interview of 15 to 30 minutes.

Again Supervisor Slezak commented that he felt that Mr. Rozitski was sufficiently made aware of the position during the initial interview and was even given information about the position.

Mr. Bonita responded that the interview was only 15-30 minutes and the purpose of the interview was to give the candidate a general overview of the position. I was never able to provide any in-depth information regarding this position prior to his hiring.

Supervisor Hawk felt that they had sufficient information and that they had done their due diligence in hiring Mr. Rozitski.

- MOTION to Adjourn

Slezak _S_ Hawk ___ Rinaldi ___M__

Roll Call: Slezak _Y_ Hawk _Y_ Rinaldi __Y__