

# WAVERLY TOWNSHIP SUPERVISORS

## REORGANIZATION MEETING

January 5, 2026

Attending Supervisors:	Drew Christian	_____
	Eric Parry	_____
	Cheryl Murnin	_____
Solicitor:	Malcolm MacGregor	_____
SALDO Solicitor	William Jones	_____
Litigation Solicitor	Terry Dempsey	_____
Township Manager:	Christine Capozzi	_____
Maintenance Superintendent:	Thomas James	_____
Police Chief:	Kenneth James	_____
Engineer:	Ned Slocum	_____
Building Code Official:	BIU, NEIC	_____

Guests: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. Call reorganization meeting to Order.
2. Appoint a temporary Chairman. \_\_\_\_\_
3. Nominate & Elect Chairman, Board of Supervisors. \_\_\_\_\_  
(New Chairman takes charge of meeting.)
4. Nominate & Elect Vice Chairman. \_\_\_\_\_
5. Nominate & Elect Treasurer. \_\_\_\_\_  
(Compensation to be set by Board of Auditors)
6. Appoint the following Positions:
  - a. Township Secretary Christine Capozzi (1 yr.)
  - b. Township Manager Christine Capozzi (1 yr.)
  - c. Clerk / Assistant Treasurer Jacqueline Bisch (1 yr.)
  - d. Maintenance Superintendent Thomas James (1 yr.)
  - e. Chief of Police Kenneth James (1 yr.)
  - f. Township Solicitor Malcolm MacGregor, Esq. (1 yr.)
  - g. Planning Commission Solicitor William Jones, Esq. (1 yr.)
  - h. Roadmaster Thomas James (1 yr.)  
(If Supervisor, compensation to be set by Board of Auditors)
  - i. Engineer Milnes Engineering, Inc. (1 yr.)

j. Municipal Authority (4yrs.) Member Expires

Farazz Siddiqui	2027
Emily Byron	2028
Jeffrey Thurston	2026
Eric Parry	2029
<b>TBD</b>	<b>2029</b>

Solicitor Bill Rinaldi, Esq.

k. Planning Commission (4 yrs.)- Member Expires

Christopher Police	2027
Cheryl Murnin	2029
Michael Hoban	2029
Tom Karam	2029
Sam Maloney	2026
David Hemmler	2027
John Walker	2026

l. Parks and Recreation Commission (5 yrs.) - TBD

<u>Member</u>	<u>Expires</u>
<del>Jeffrey Thurston</del>	<del>2015</del>
<del>Dr. Douglas Klamp</del>	<del>2014</del>
<del>Mary Ellen D'Andrea</del>	<del>2013</del>

m. Emergency Management Coordinator Chief James /Christine Capozzi (1 yr.)

n. Wage Tax Collector Berkheimer (1 yr.)

o. Zoning Enforcement Officer Christine Capozzi (1 yr.)

p. Zoning Hearing Board (3 yrs.)- Member Expires

Joseph Fitzsimmons	2025
TBD	2025
TBD	2025

Solicitor Matthew Boyd, Esq.

q. Historic Architectural Review Board (H.A.R.B.) (5 yrs.)

<u>Member</u>	<u>Position</u>	<u>Expires</u>
<del>Lynn Nichols</del>	<del>Real Est. Broker</del>	<del>2025</del>
<del>Joe Cutri</del>	<del>Bldg. Code Official</del>	<del>2025</del>
Chris Police	Member	2030
<del>Dave Hemmler</del>	<del>Registered Architect/PC</del>	<del>2025</del>
Brooke Cannon	Member	2028
Christina Byron	Member	2027
Sue Houck	Member	2026

r. Shade Tree Commission – (4 yrs.)

<u>Member</u>	<u>Expires</u>
<b>Erika Christian</b>	<b>2023</b>
Ilona Thurston	2026
<b>Katie Lynett</b>	<b>2023</b>
<b>Kathy Aubrey</b>	<b>2023</b>
<b>Abby Peck</b>	<b>2023</b>

- s. Abington Area Joint Recreation Board (AAJRB) –(2 yrs.)

<u>Member</u>	<u>Expires</u>
Dylan MacGregor	2026
Mike Walsh	2026
Eric Parry	2026

- t. Chief Adm. Officer for Pensions Township Supervisor's Treasurer.(1 yr.)

- u. Chairman of the Vacancy Board John Hennemuth. (1 yr.)

- v. U.C.C. Board of Appeals
- David W. Sanders, AIA  
Fred M. Bales, CFPS  
Dennis Kutch, P.E.  
William J. White, P.E.  
Kevin R. Bonham, A.S.E.E

- w. Open Records Officer Jacqueline Bisch. (1 yr.)

- x. Abington COG representatives
- TBD (1yr.) - Resigned  
Cheryl Murnin (1yr.)

- y. SAPA representatives
- Christine Capozzi ( 1yr.)  
Jeff Thurston (1yr.)

- z. TCC delegates
- Christine Capozzi ( 1yr.)  
TBD (1yr.)

- zz. Waverly Community House Board of Trustees (3 yrs.)  
(Comm/even years & TWP/odd years)

7. Select depository for Township Funds – PLIGT/Honesdale National Bank.

8. Establish Dates, Time and Place for meetings. Supervisor's meetings will be held on the 2<sup>nd</sup> and Last Mondays of each month with the exception of the months of January, May, and December. During the month of January the meetings will be held on the first Monday, during the month of May the meeting will be on the last Tuesday of the month, in October the meeting will be held on the second Tuesday, and during the month of December, there will only be one meeting held on the second Monday. The meetings will be held in the Waverly Township meeting room, Lake Henry Drive, at 6:00 P.M.

9. The following will be designated as a delegate to the State Association's annual convention: Christine Capozzi, Manager.

10. Designate the following holidays for non-unionized employees:

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|----------------------------------------------|----------------------------------------|
| (1) New Year's Day – Thurs, January 1, '26   | (9) Election Day- Tue. Nov. 3 '26      |
| (2) MLK Day – Mon. Jan. 19, '26              | (10) Veteran's Day- Wed. Nov. 11 '26   |
| (3) President's Day- Mon. Feb. 16 '26        | (11) Thanksgiving- Thu. Nov. 26 '26    |
| (4) Good Friday- Fri. April 18, '26          | (12) Thanksgiving- Fri. Nov. 27 '26    |
| (5) Memorial Day- Mon. May 25 '26            | (13) Christmas Eve- Thurs, Dec. 24 '26 |
| (6) 4 <sup>th</sup> of July- Fri. July 4 '26 | (14) Christmas Day- Fri. Dec. 25 '26   |
| (7) Labor Day- Mon. Sep. 7 '26               | (15) New Year's Eve – Wed. Dec. 31 '26 |
| (8) Columbus Day- Mon. Oct 12 '26            |                                        |

11. Passage of Twelve (12) resolutions for the year 2026:

- (1) A RESOLUTION authorizing and directing the Treasurer of Waverly Township to draw all warrants and deposit all monies of the Township in the Honesdale National Bank and PLIGIT.
- (2) A RESOLUTION authorizing and directing the Board of Supervisors of Waverly Township to sign all checks and warrants drawn on the Honesdale National Bank.
- (3) A RESOLUTION setting the date of the regular monthly meetings of the Supervisors of Waverly Township as the second and last Monday of each month, with the exception of January which will be the first Tuesday, the month of May last Tuesday, in October the first Tuesday, in November the first Tuesday, and the month of December, which will be the second Monday only.
- (4) A RESOLUTION of the Township of Waverly, Lackawanna County, Pennsylvania fixing the tax rate and special levies for the fiscal year ending December 31, 2026, and appropriating specific sums, estimated to be required for the specific purpose of the Township, during the current year.
- (5) A RESOLUTION authorizing and advising that the Township of Waverly will be governed by the Pennsylvania Uniform Construction Code (International Residential Code and BOCA Property Maintenance Code) during the year '2026 and also any changes made to same will be in effect by the Township.
- (6) A RESOLUTION authorizing and directing the Board of Supervisors of Waverly Township to renew the Fiscal Agency Agreement with the Honesdale National Bank for the purpose of obtaining the best possible return on the investment of Township funds.
- (7) A RESOLUTION of the Township of Waverly, Lackawanna County, Pennsylvania, establishing a schedule of fees to be charged and collected by the Township for various permits, applications, registrations, and hearings.
- (8) A RESOLUTION authorizing that the Township of Waverly will continue a Police Pension Fund, with the Pennsylvania Municipal Retirement System (PMRS), in full force and effect for the year '2026 and furtherance thereof meet its minimal municipal obligation to that fund.
- (9) A RESOLUTION imposing a \$10.00 Occupational Privilege Tax on all persons employed within Waverly Township; that tax to be shared with the Abington Heights School District.
- (10) A RESOLUTION appointing delegates to represent the Township of Waverly on the Lackawanna County Tax Collection Committee for the year 2026.
- (11) A RESOLUTION of the Township of Waverly, authorizing the Board of Supervisors to set members' contributions to the Police Pension Fund to 0% of their compensation for the calendar year 2026.
- (12) A RESOLUTION of the Township of Waverly, authorizing the Board of Supervisors to change the method and procedure for the collection of the Township's sewer charges from the former practice to a system of collection directly by the Township for the calendar year 2026.