

**TOWAMENSING TOWNSHIP BOARD OF SUPERVISORS MEETING**  
**TOWAMENSING TOWNSHIP BUILDING**  
**Meeting Minutes**  
**December 30, 2025 -3:00 p.m.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Guy Seifert – Chairperson, John Kleintop – V. Chairperson/Treasurer, Scott Mosier – Supervisor, Thomas Nanovic – Solicitor-**Absent**, Patricia Kuehner – Secretary, Jim Melber – Zoning Officer, Greg Haas – Engineer-**Absent**

Township recording.

**APPROVAL OF REPORTS:**

Towamensing Township Meeting Minutes from December 4, 2025 Board of Supervisors Meeting – **Scott Mosier made motion to approve minutes – John Kleintop 2<sup>nd</sup> – AIF – Motion Carried.**

Bill List and Payroll from December 1, 2025 – December 30, 2025 – **Scott Mosier made motion to approve bill/payroll list. – John Kleintop 2<sup>nd</sup> – AIF – Motion Carried**

Towamensing Township Treasurer's Report as of December 30, 2025 – **Scott Mosier made motion to approve Treasurer's Report – John Kleintop 2<sup>nd</sup> – AIF – Motion Carried**

**PUBLIC PARTICIPATION - 5 MINUTE LIMIT:**

None

**PLANS & SUBDIVISION:**

None

**OLD BUSINESS:**

None

**NEW BUSINESS:**

2026 Tax Levy Resolution – **John Kleintop made a motion to approve the 2026 Tax Levy with no increase – Scott Mosier 2<sup>nd</sup> – AIF – Motion Carried.**

2026 Budget – **John Kleintop made a motion to approve the 2026 Budget – John Kleintop 2<sup>nd</sup> – AIF – Motion Carried.**

**John Kleintop made a motion to appoint Tanya Frey as a Towamensing Township Auditor for 6-year term, 2026-2032. – Scott Mosier 2<sup>nd</sup> – AIF – Motion Carried.**

**John Kleintop made a motion to approve Tom Newman as a Towamensing Township Auditor for 6-year term, 2026-2032. – Scott Mosier 2<sup>nd</sup> – AIF – Motion Carried.**

John Kleintop opened and reviewed the one bid received for additional assistance with Snow Plowing. Bids needed to be received by December 30, 2025 by 1:00p.m. Bidder info listed below:

**MDF Excavating Inc./Matt Frable**

2017 3500HD 2-Ton Dump w/ 8 Foot Plow Blade and 2-Ton Salt Spreader / 32 hours - \$185.00 per hour – Total \$5,920.00

**John Kleintop made a motion to accept the snow plowing bid from MDF Excavating. – Guy Seifert 2<sup>nd</sup> – AIF – Motion Carried.**

**HISTORICAL COMMISSION:**

No report.

**ROAD MASTER REPORT:**

Email questions or comments to [ttroad@ptd.net](mailto:ttroad@ptd.net)

**ZONING OFFICER REPORT:**

Available in township office.

**SEO REPORT:**

Available in township office.

**FIRE COMPANY REPORT:**

No report.

**PLANNING COMMISSION:**

Next meeting is Monday, January 12, 2026 at 7 p.m.

**CORRESPONDENCE:**

Reappointment letter from Keystone Consulting Engineers for 2026 Engineer position.

Reappointment letter from Creekside Consultants, LLC for 2026 SEO position.

**PERSONNEL:**

None

**OFFICIALS:**

Re-Organizational Meeting will be on Monday, January 5, 2026 at 5:00 p.m. followed by the monthly BOS Meeting.

The Board of Auditors meeting will be held January 5, 2026 at 3:00 p.m.

The township office will be closed on Thursday, January 1, 2026.

Guy Seifert called a 20-minute Executive Session to discuss pending legal issues of the township.

**ZONING OFFICER HOURS:**

Hours for January 2026:

Thursday, January 8– 4:00 pm to 6:00 pm

Thursday, January 15– 4:00 pm to 6:00 pm

Thursday, January 22– 4:00 pm to 6:00 pm

Thursday, January 29– 4:00 pm to 6:00 pm

Jim Melber, Towamensing Township Zoning & Code Enforcement Officer, can be reached by calling: 570-657-7293. Email: [M35A3Deuce@outlook.com](mailto:M35A3Deuce@outlook.com)

**John Kleintop made a motion to adjourn meeting Guy Seifert–2<sup>nd</sup> – AIF – Motion Carried.**

Respectfully submitted,

*Patricia Kuehner*, Secretary