

Penn Township Supervisor Meeting

November 1, 2017

Chairman Brenda Moyer called the 11.1.2017 Supervisor Meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

Present included: Supervisors: Jon Payne, Brenda Moyer and Solicitor James Bathgate

Public Present: Isaac Ramer, William Moyer, Glenda Ruch, John Clark, Bill Kline, Ken Teats, Marcia Moore, Art Bowen, Jan Ritter, Dan Kuruna, Beth Kapsar, Chris Kenawell, Clair Ritter and Darwin Swope.

Following the Pledge of Allegiance, Moyer called an executive session at 7:02 pm to discuss personnel matters. The Board reassembled at 7:12 pm with no decisions made.

On motion by Jon Payne, second Brenda Moyer, representing a quorum, do approve the October 18, 2017 supervisor worksession minutes as presented.

Supervisor Moyer reported the BOS met on October 25, 2017 for a Budget Workshop, immediately followed by for an emergency executive session to discuss the resignation of the township secretary.

On motion by Jon Payne, second Brenda Moyer representing a quorum, the Board regrettably accepts the resignation of Jacqueline Anders, effective 10/23/017.

Also discussed on 10/25/17 was the hiring of a consultant to fulfill the administrative duties, **On motion by Jon Payne, second Brenda Moyer, representing a quorum, Penn Twp hired Beth Kapsar as a consultant and future training at a rate of \$25 per hour.** An audit of all financial accounts is required, per the resignation of a supervisor and the secretary. Audit is scheduled to take place week of 11/6//17.

Also reported, the BOS held an executive session 11/1/17 immediately following a final interview of supervisor candidates. Discussed were personnel issues and legal matters. No decisions were made in this executive session.

After interviewing the six applicants and with the Boards desire to move forward and move forward aggressively and with positivity, **on motion by Jon Payne, second Brenda Moyer, representing a quorum the Board of Supervisors do appoint William Moyer to fill the vacant supervisor seat until the next municipal election.** This term officially runs thru reorganization of the BOS on Monday, January 6, 2020.

William Moyer was congratulated by the solicitor and asked if he accepts. Moyer did accept and thanked the BOS for their consideration.

William Moyer will follow through with his Oath of Office as provided by counsel.

William Moyer joined the Board at the table.

On motion by Jon Payne, second Brenda Moyer representing a quorum did release the names of all applicants to fill the supervisor vacancy.

Persons Present to be Heard:

DH&L Fire Company – a representative of the fire company was not present and no report was provided.

Glenda Ruch, SEDA COG – Ruch provided for signature the previously discussed and approved by the Penn Twp BOS, budget modifications for 2015 and 2016 CDBG program grants. The modification releases funding from previous selection of On-Lot Sewage Disposal Rehab/Replace and reallocates funds to Salem Manor Mobile Home Park Water Main Extension. SC Commissioners will review, potentially approve and submit these modifications on behalf of Penn Twp to DCED. A public hearing will be held 11/16/17, 9am at the courthouse.

Public comment and questions were received from Darwin Swope with regard to a private business being allowed to use public funding for a water main who will then redistribute the water to the mobile home park. Ruch noted the project does meet the LMI guidelines, therefore allowed.

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On motion by Brenda Moyer, second Jon Payne, representing a quorum, the BOS do final approve and sign the grant modification and certification for the CDBG grant to be forwarded to the SC Commissioners.

Art Bowen, SIDCO Board Chair – Bowen came before the Board requesting clarification of township zoning ordinance and "permitted uses" to allow "businesses" in the Pawling Station Business Park or Peachy Industrial Park both located in the Industrial Zone. Bowen noted a party is interested with a warehouse and retail business. Bowen wanted to be clear if this type of business would be an allowed use. Bowen felt by allowing such the business parks would attract a broader range of business.

This concern will be forwarded to the zoning officer for his read on the current ordinance and added to the PC worksession on November 13 for discussion as needed.

John Clark, Clark Engineering and Surveying – Clark presented to the BOS his concern as he also presented to the PC on 10/25/2017. Clark was looking for the Boards read on the zoning ordinance with respect to billboard regulations and how he could advise his client. It was pointed out billboards in the HC or Industrial Zones, per ordinance do require Conditional Use approval by the BOS, without an application and specifics any determination would be difficult and arguments could be made at that time.

This concern will be revisited at the PC worksession on 11/13/2017 w/ PC and BOS. Clark will provide follow-up for this meeting

New Business:

Ordinance 2017 – 0X– conveyance of .022 ac of Penn Twp lands to Penn Township Municipal Authority for a nominal fee. Solicitor explained this is allowed per the Second Class Township Code; ordinance not required but provides for advertisement and allows for any public comment or concern, and an excellent record of the transfer.

On motion by Jon Payne, second Brenda Moyer to authorize advertisement to consider adoption of Ordinance XXX at the 12/6/17 BOS meeting with corrections to reflect the second class twp code and the current Section four. PTMA shall be responsible for recording and costs, fees, future permits necessary with this transfer.

Bid opening – Metal desks - no bids were received. After discussion the metal desks, furnace and cement storm drains shall be advertised on Municibid.

2018 Meeting dates – **On motion by Jon Payne, second Brenda Moyer, representing a quorum the presented meeting dates for BOS 2018 meetings shall be advertised.** Regular meetings 7pm (first Wednesday with some exceptions, work sessions 6pm and budget workshops at 7pm.

Reports:

Roadmaster, Isaac Ramer

- A written report was provided and discussion on tree issues on S Front Street. **On motion by Jon Payne, second by Brenda Moyer, representing acclamation the Board does authorize Ramer to get 2-3 phone bids to contract to get tree down on S Front Street and lowest bid will be accepted.**
Purchase requests, Ramer requested 6" under drain (\$705) and 6" drain w/ metal grate for driveways issues in Graysonview (\$31ft. = \$11,500). These issues as a result of paving project in 2017. A legal document shall be prepared
Ramer will contact Graysonview Management Group with concerns if the work is done now and possible issues with snow removal for their feedback. **On motion by Jon Payne, second Brenda Moyer, representing a quorum, Ramer will contact the Graysonview Management Group, Bathgate will provide a contract, with contract approval, Ramer is authorized to purchase materials along with 4 – 11' foot cuttings edges for snow plows at \$120 each.**
- 2018 Road Project Estimates and 2018 Equipment proposal quotes were provided. These matters will be discussed by supervisors in final 2018 budget.

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Secretary/Treasurer

- Financials reports provided

Zoning Officer, Ray Cerezo

- No report provided.

Emergency Management Coordinator, Fred Ulrich

- No report provided.

Solicitor, Jim Bathgate

Old Business:

DRAFT – Revised Floodplain Ordinance 2018-XX was provided to the Board.

This Draft has also been provided to SCPC and FEMA.

Amusement Tax - reiterate the current amusement tax is still in force as previously stated, with an additional supervisor in place it could be discussed and the public would be made aware of any discussions.

Correspondence / FYI

Nothing to report

Public Comments:

Darwin Swope – questioned whether consultant is bonded. Consultant and lawyer will research. Swope also questioned whether consultant worked in the past while serving as a township auditor. Swope requested information on the hiring of the consultant.

Jan Ritter – questioned if and when a secretary would be hired. An advertisement is being worked on and the consulting position will not be needed after training.

Approval of Accounts Payable - On motion by Brenda Moyer, second by Jim Payne, representing a quorum of the board to pay the bills.

An executive session was called at 8:35 to further discuss personnel and legal issues.

Board reconvened at 8:45 with no decisions made in executive session.

On motion by Jon Payne, second Brenda Moyer the November 1, 2017 Supervisor Meeting was adjourned at 8:46 pm.

Respectfully Submitted,

Brenda Moyer
Assistant Secretary