

Penn Township Supervisor Worksession Meeting December 20, 2017

Chairman Brenda Moyer called the 12.20.2017 Supervisor Worksession to order at 7:03 pm, followed by the Pledge of Allegiance.

Present included: Supervisors Jon Payne, Brenda Moyer, and William Moyer, Township Consultant Beth Kapsar and Secretary Kathy Wendt.

Public Present: Isaac Ramer, Chris Sheaffer, Steve Deckard, Craig Doak, Nancy and Glen Wentzel.

On motion by William Moyer, second Jon Payne, and acclamation, do approve the December 6, 2017 supervisor meeting minutes as presented.

New Business

Graysonview Court Review

Chris Sheaffer, LDG, provided the BOS with two options to fix the water ponding concerns on Graysonview Court. Sheaffer also discussed with the Board possible combination or hybrid repairs. Steve Deckard and Chris Doak along with Graysonview residents, Nancy and Glenn Wentzel also participated in the conversation. It was noted the BOS shall have the final say on any option, but did invite the Management Company and the Homeowners to hold a meeting to discuss and provide feedback to the BOS. The BOS will meet with Sheaffer of LDG in January, onsite and follow up with further discussion on the matter.

An executive session was called at 6:45 to discuss legal issues.

Board reconvened at 7:12 with no decisions made in executive session.

Old Colony Water / Salem Glenn Water Issue

Chris Sheaffer, LDG, was asked to discuss with the BOS the water issue affecting the Salem Glenn Development. Sheaffer noted Tom Gates was a client of LDG and felt he is in a position where he should not provide engineering advice to two parties. While the BOS realizes there are concerns by the residents with the water runoff during unusual rain events, the BOS has previously been advised by legal counsel that Penn Township holds no liability in this matter and not obligated to provide a "fix" for an issue they have no physical or legal control over. Homeowners will be advised they have every right to pursue this matter on their own and to attend a supervisors meeting for further clarification.

Adopt 2018 Budget Resolution 2018-1

On motion by William Moyer, second Jon Payne and acclamation, the BOS do adopt the 2018 Budget as advertised.

Recycle Center

The BOS reviewed the recycling center's 2017 financial summary. The BOS will wait to hear from Snyder County as to whether Penn Township will receive any financial assistance from the county in 2018. If no funding is received Penn Township will close the recycling site to anyone who is not a Penn Township resident.

Advertise for Township Manager

On motion by William Moyer, second Jon Payne and acclamation to run the advertisement for the Township Manager position on the PSATS Bulletin Board, on Zip Recruiter and also in The Daily Item on December 24 and January 7.

Conditional Use Application - PTMA

An application for Conditional Use was provided to the BOS for review. A Conditional Use hearing is set for 1.17.2018 at 6:30 pm.

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2018 Safety Meeting

The BOS scheduled a Safety Employee meeting for Monday, January 8 at 4:00 p.m. 2018 employee packets will be provided to all along with the revised safety manual.

Bob Bickhart - Stormwater Inspections

The BOS approved of Robert Bickhart's inspection recommendations. Bickhart will be contacted to affirm.

DHL Minutes, Audit and Financial Reports for tax year ending 2016

The BOS were provided DH&L 2016 Minutes, Audit and Financial Report.

Reports

- a. Isaac Ramer, Roadmaster
 - Ramer requested to purchase 4 new man hole covers to replace problem ones. **On motion by William Moyer, second Jon Payne and acclamation to purchase 4 man hole protection rings, cost of \$418.00.**
 - Ramer reported the FL80 fuel tank should arrive for installation tomorrow.
 - Ramer reported some street signs need replaced to stay within DOT reflectivity compliance and a cutting edge is needed for Truck #3. **On motion by William Moyer, second Jon Payne and acclamation to purchase 2 cutting edges (1 as spare) and 16 street signs.**
- b. Secretary/Treasurer – no report provided
- c. Ray Cerezo , Zoning Officer– no report provided
- d. Fred Ulrich, Emergency Management Coordinator – no report provided
- e. Jim Bathgate, Solicitor – no report provided

An executive session was called at 7:47 to further discuss personnel and legal issues.

Board reconvened at 8:35 with no decisions made in executive session.

Roadmaster Ramer had requested carrying over one vacation day from CY2017 to CY2018. Ramer was advised, per the personnel policy all 2017 vacation time must be used in 2017 with no carryover. Ramer was also reminded the BOS is opposed to overtime. Overtime is only permitted with approval by a Supervisor and only in an extreme emergency.

Old Business

None

FYI

Follow up letter from Penn DOT regarding jake brake use W. Sassafra. Should hear back by end of January.

Conditional Use Hearing for Yoder was cancelled.

Will review proposals for Engineering Services - should keep options open

Draft minutes for PC meeting were provided.

Township Consultant Beth Kapsar reviewed a 5 year payroll summary.

Approval of Accounts Payable

On motion by Jon Payne, second William Moyer and acclamation the BOS shall pay the bills.

On motion by Jon Payne, second William Moyer and acclamation the December 20, 2017 Supervisor Worksession was adjourned at 9:10 pm.

Respectfully Submitted,
Kathy Wendt
Secretary