

Penn Township Supervisors Regular Meeting Minutes May 4, 2016

Chairman Pete DeWire called the 5.4.2016 regular meeting to order 7:00 pm, followed by the Pledge of Allegiance.

Present included: Chairman Pete DeWire, Vice-Chair Brenda Moyer, Supervisor Jon Payne and Solicitor James Bathgate.

Public Present: William J. Moyer, Jim Geiswite, X, Scott Herman, Kathy Herman, Jody Ramer, Isaac Ramer, Jan Ritter, Rae Audine Snyder, Tom Snyder, Clair Ritter, Bill Kline, Ken Teats, Jackson Moyer, Keith Moyer, Darwin Swope and Gary Griner.

- Minutes from the April 20, 2016 Supervisor Work Session were presented for approval. Jon Payne was concerned there were many people present at the 4.20.2016 meeting who stood and took our time and their names were not provided in the minutes. Supervisor Moyer explained in the initial draft of these minutes they did include those who were present. Supervisor Moyer noted a request had been made to Payne and DeWire for any info they wished to be included in the minutes due to damage to the cassette recording for details. Those present will be added to the 4.20.2016 minutes. Minutes were tabled and will be presented again at the 5.18.2016 meeting with Jan Ritter stating she would provide a copy of her recording to the township.

- The minutes from the April 21, 2016 emergency meeting were presented for approval. Discussion was held as Payne questioned the minutes as written, indicating he had made the motion to hire Elizabeth Paige to do payroll and AP. To clarify, Payne in the 5.21.2016 meeting indicated he had spoken with Paige and she was willing to come in. Supervisor Moyer stated she would call his bluff and made a motion to hire Elizabeth Paige and asked Payne to second the motion. He would not and the motion died.
At this time Bill Kline interrupted the discussion arguing who made what motion as he stated he was "sitting right there" when motions were made. Kline was not present at the emergency meeting, therefore did not know who made what motions.
Payne reiterated again he would have hired Elizabeth and that was his original thought, but he could be making a mistake in what he thought he said. Payne also noted the offer (Paige as secretary) is still out there and sometime we ought to look at it. Moyer stated no and indicated a new secretary had been hired. Payne noted again he thought he made the motion and could not imagine he had not. Moyer stated she had made the motion, there was discussion, Payne did not second the motion nor did anyone else.

After discussion as noted, on motion by Brenda Moyer, second by Jon Payne and acclamation, the minutes from the April 21, 2016 Emergency Meeting were approved as presented.

Supervisor Moyer called for an official motion with regard to the April 20, 2016 minutes. A motion was made to table the April 20, 2016 minutes by Brenda Moyer, second Jon Payne and acclamation of the board. A copy of the recorded meeting will be provided by Jan Ritter.

Opening of Roadway Paving Project Bids as Advertised – (Clifford, Perkinson and Pinebrook Road)

Solicitor Bathgate opened the sealed bids and read results aloud. Results are included as Attachment #1. Resident Bill Moyer questioned why there was no shoulder material bid out for the road projects. He questioned if the township was going to do the work was the township going to do the work with? Moyer expressed concern of the outcome of the way past jobs look, like Bake Oven Hill. Moyer was concerned with tie in at all driveways. DeWire explained all driveways would be tied in.

On motion by Jon Payne to accept the lowest bids: New Enterprise for Clifford, Perkinson and Pinebrook Roads at \$196,245.65, and Hammaker for Pinebrook, (bituminous fiber seal) at \$19,980.00, second by Brenda Moyer and Board acclamation.

Solicitor Bathgate will review contract documents and contact winning bidder subject to all documents being in order.

Public Comment –

Gary Griner, DHL Fire Company provided a monthly report.

Person Present to be Heard –

Bill Moyer - Moyer had minutes from the PTMA 3.3.2016 and PT Supervisor minutes of 3.2.2016.

Moyer questioned comments in the PT minutes in reference to Payne questioning the use of township vehicles being used on 18th Street when there was a sewer main break. DeWire stated no, Moyer agreed that is what was stated in the minutes.

Moyer referred then to the PTMA minutes that state Inspector DeWire used PT employee Roger Catherman to treat ice that

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was forming on roadway. DeWire stated he did not, Bill Moyer stated the minutes did not show that he did not. DeWire retrieved salt from his private residence to salt road. Bill Moyer questioned whether Emergency Management people from the boro or Penn Township were contacted as this was a severe issue. DeWire indicated he was contacted by 911, DeWire in turn contacted DHL and Roger Catherman. Moyer questioned DeWire if he would have done something differently if this situation happened again and would he contact the emergency management people. Pete stated maybe he should have done something differently, Bill Moyer interjected he was not second guessing DeWire's judgment. DeWire stated, "well you are." Moyer again said he was not, but just wanted to know if DeWire would do anything differently now, after the fact, after the fact. DeWire stated no, they had control of the situation. Bill Moyer questioned whether there are reports filed with emergency management and was just questioning what was going on.

DeWire reported a meeting with PPL and SRS - 5.5.2016 at 1 PM.

DeWire reported the start date for the new secretary, Jacqueline Anders as May 17, 2016. Anders called to attention differences in the offer than are noted in a previously received personal policy.

An executive session was called at 7:50 pm and meeting reconvened at 7:56 pm with no decisions being made in the executive session.

On motion by Brenda Moyer, second by Jon Payne and acclamation of the board, Jacqueline Anders will be hired as the Penn Township Secretary / Treasurer at \$17 per hour, 10 holidays as indicated in personnel policy, a 90-day review w/ potential for increase, 180-day review w/ potential for increase, be an additional signer on all checks, 40 hours per week with mandatory attendance at all Supervisor meetings. Anders suggested office hours continue to be limited for a time until she gets oriented. All other components of the offer letter were accepted by Ms. Anders.

Roller was not advertised as of yet. Isaac will follow up with advertising the roller. Bathgate offered to help with posting.

Solicitor Bathgate proposed advertising for a secretary for Planning Commission, DeWire and Payne agreed.

Jon Payne made a motion to advertise for the part-time position and a job description would be prepared, DeWire seconded the motion. Supervisor Moyer voted no.

The Assistant Roadmaster position was discussed, Isaac Ramer suggested Andy Howell. **On motion by Jon Payne, second Brenda Moyer, and acclamation the Board will appoint Andy Howell as Assistant Roadmaster.** DeWire suggested a meeting be set up to discuss the position with Howell. Ramer stated he had spoken to Howell prior to the meeting about the position.

Resident Bill Moyer wanted to know if Andy Howell would be compensated at a higher rate when he takes over for Isaac. Payne stated we would look at it. Payne noted it would be looked at.

Reports -

Roadmaster Isaac Ramer provided a written report. Discussion was held about paint sprayers: Orvis Long - \$849, Titan from Freight Co \$799 and Harbor Freight - \$173.88. Jon Payne made a motion to purchase a sprayer from harbor Freight at \$173, second by Brenda Moyer and Board acclamation.

Zoning Officer Ray Cerezo was present, no report was provided.

Emergency Management Coordinator – Fred Ulrich had previously provided a note stating the East Snyder Park was left in terrible condition after a tournament held March 29, 30 and May 1. The Roadmaster can provide pictures and stated it took three people one hour to clean the park on 5.2.2016. Condition of the park will result in the forfeit of the \$100 deposit held for this tournament.

Solicitor Bathgate –

- Bathgate reported the zoning officer; Ray Cerezo resigned from the Planning Commission on 4.25.2016. The Board of Supervisors shall look to fill the opening. Planning Commission vacancy was announced to those present by Bathgate.
- Bathgate reported the Conditional Use Hearing for Lester Sensenig was held prior to this meeting and the Board of Supervisors did grant the Conditional Use allowing Sensenig to construct Bulk Grain Storage Bins in the Industrial Zoning District.

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- Correspondence received from Robert Cravitz, Solicitor for the PTMA, is requesting Penn Township pass an ordinance to amend the Articles of Incorporation for the Municipal Authority. Articles would be amended to extend the term of existence of the PTMA thru 2066. **On motion by Jon Payne, second by Brenda Moyer and Board acclamation, Mr. Bathgate will advertise amendment of the Articles of Incorporation of the PTMA for adoption at the 6.1.2016 supervisor meeting.**
- Letter received from FEMA – township may need to amend its Flood Plain Ordinance 2007-06 and could be reviewed by the state for recommendations. Bathgate indicated the current Flood Plain Coordinator (CRS) would need to be involved in this process and questioned whether this person was Fred Ulrich. Fred is not, that position was filled by Brenda Moyer, but as of the 4.20.2016 meeting Moyer does not hold any office positions. Jon Payne made a motion to appoint Fred Ulrich if he will accept, second by Brenda Moyer and Board acclamation. Ulrich will be contacted.
- Bathgate announced a second Conditional Use Hearing for Mashariki Motors LLC, DBA Motorlink Cars was to be heard at 6:00 pm this evening. Hearing was not held and applicant requested a continuance until May 18, 2016, at 6 pm. Bathgate will prepare advertisement.
- The Pheasant Ridge Limited Partnership Land Development Plan. Plan will be signed with receipt of letters from PTMA, ESCRA and the Selinsgrove Boro.
- Bathgate asked about the Sewage Facilities Planning Module for the Pheasant Ridge Limited Partnership Land Development for review and signatures by Supervisors. In referring to the 4.25.2016 Planning Commission minutes it looks as though the module was reviewed and signed by Planning Commission but still required an initial by the Applicant. Module is not available for this Supervisor meeting. **On motion by Brenda Moyer, second by Jon Payne the land development plan for Pheasant Ridge Limited Partnership will be signed and after review by Chairman Pete DeWire, the Sewage Facilities Planning Module shall be signed.**

Supervisor Moyer presented and read aloud a letter addressed to the Penn Township Board of Supervisors as provided by Robin Bieber, a former Penn Township secretary. The short of letter states Bieber did not leave Penn Township because of anything to do with Brenda Moyer, as suggested in prior meetings by township residents. Statements were made in previous meetings that Bieber took offense to i.e "that her life was ruined when she left Penn Twp." This letter will be included with the minutes as Attachment #2.

Roadmaster, Isaac Ramer requested approval for a demonstration of a 'post-driver' by Bradco on Thursday, May 12, 2016 and to invite surrounding road crews. Consensus was that it could be held.

Roadmaster, Isaac Ramer requested attendance at a PA One Call seminar in Wilkes-Barre on Tuesday, May 17, 2016. **On motion by Jon Payne, second by Brenda Moyer and Board acclamation Ramer, Hawn, Howell and Bogar will attend this seminar.**

Old Business -

Stop Signs Harris Estates - On April 6, 2016 a draft ordinance was provided to the supervisors for placement of additional stop signs in the Harris Estates Development. At that time motions were made to advertise the ordinance for possible adoption at the 5.4.2016 meeting. After confirmation of advertisement, review and requests for comments (there were none), **On motion by Jon Payne, second by Brenda Moyer and board acclamation, Ordinance #2016-01 was adopted.**

Accounts Payable -

On motion by Jon Payne, second Brenda Moyer and board acclamation the bills will be paid.

DeWire mentioned the invoices from Playworld (\$6402.20) and Apollo Fencing (\$5344.98) be taken care of asap - total %11,747.18. The money to cover these invoices (check #327 - \$13488.15 on 4.14.2016) has already been deposited into the township general fund to cover these expenses. Current overage into Penn Township account \$1,740.97.

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FYI and Correspondence

It was noted in the meeting:

1. QB needs to be updated prior to May 30, 2016
2. Signs were all installed at the park noting Surveillance Cameras are on Site and Park at You Own Risk
3. Fred Ulrich is covering the office on a temporary basis.
4. It was noted an Emergency Meeting was held April 21, 2016 at 2:30pm as indicated in the April 20, 2016 supervisor work session.
5. Planning Commission minutes from April 25, 2016 were prepared and provided by Solicitor Bathgate.
6. UGI had requested information for roadway projects.

Submitted by:
Penn Township Supervisor Brenda Moyer

DRAFT