

Penn Township Minutes
Regular Meeting
August 6, 2014

The Penn Township Board of Supervisors held their regular meeting on Wednesday, August 6, 2014 at the Municipal Building, 228 Clifford Road, Selinsgrove, Snyder County, Pennsylvania. Chairman Fred Ulrich called the meeting to order at 7:15pm. Supervisors present: Fred Ulrich; Brenda Moyer; Jon Payne. Others present: Lynne Renn, Secretary/Treasurer; Isaac Ramer, Road Supervisor; Jim Bathgate, Solicitor; Jim Geiswite, Asst. Zoning Officer. Members of the Public: Allen Hornberger; Darwin Swope; Gary Griner; Glenda Ruch, SEDA-COG.

Pledge of Allegiance

Approval of Minutes

Motion to approve minutes from July 9, 2014 by Brenda Moyer, Jon Payne second, all in favor.

Motion to approve minutes from July 23, 2014 workshop by Jon Payne, Brenda Moyer second, all in favor.

Public Comment

A report was presented by Gary Griner, representative from the DH&L fire company, for the month of July, 2014 including Alarm Type, Staff Activity and Estimated Loss. Gary also reported that the squad is looking to sell the 'Old Rescue 83' truck. They are asking \$140,000 and representatives from a station in Greenville, SC are interested and are up from SC to look at it.

Persons Present to be Heard

Glenda Ruch, SEDA-COG representative presented the 2014 CDBG certification information. The estimated amount for 2014 will be \$83,000 of which 82% will be for Bake Oven Hill road reconstruction and 18% for administrative fees. With this estimated 2014 funding available allocation will be \$188,631. Funding from 2012 will expire in 2015 so we need to ensure we keep the project on track. Supervisors to meet with Chris Sheaffer, Larson Design Group to review surveying and project status. Glenda will also attend this meeting. Motion to accept and sign the 2014 Certification made by Brenda Moyer, Jon Payne second, all in favor.

Beth Kapsar presented a brief overview of the state required interim audit conducted upon the resignation of Robin Bieber, former Penn Township Secretary/Treasurer. Multiple transactions for 2013 and 2014 were reviewed with no material monetary deficiencies found. Beth will continue to work as an at-will employee with the current secretary to review functions that will ensure efficiency and effectiveness.

Reports

Isaac Ramer, Road Supervisor presented later in meeting.

Dave Bowersox, Zoning Officer was not present. Written report provided.

Lynne Renn, Township Secretary/Treasurer presented a written report.

Fred Ulrich, Emergency Management Coordinator and Chairman had no report.

Jim Bathgate, Solicitor noted that a letter was written to PennDOT regarding the accident issues on Route 35 in Kantz. Jim will see that the Township is provided a copy of this letter.

New Business

A Conditional Use Hearing for Salem RV / Greg Mull was held prior to this board meeting. Hearing recommendation was for the Board to approve the Conditional Use. Board approved.

Sonsmith LLC and Rhoads Enterprises LLC have added a non-building declaration to the sub-division plans. This will necessitate Dan Kuruna, Planning Commission Chairman, to sign the revised plans. Motion made to accept the revised sub-division plans by Brenda Moyer, Jon Payne second, all in favor. All plan copies signed.

Motion made for Lynne Renn, Penn Township Secretary to sign the DEP waiver for Sonsmith LLC and Rhoads Enterprises LLC by Brenda Moyer, Jon Payne second, all in favor.

The Township was contacted again this year by Paul Williams, Selinsgrove Borough about the possibility of using/closing the Township's portion of Bridge Street for the Selinsgrove Halloween parade on October 21, 2014 with a rain date of October 22, 2014. Permission letter drafted by Lynne Renn. Approval to send letter granted.

Motion made to accept Resolution 14-11 to appoint Dave Bowersox as the Penn Township Representative to the COG by Jon Payne, Brenda Moyer second, all in favor.

Motion made to accept Resolution 14-12 to appoint Lynne Renn as Berkheimer Earned Income Tax Representative for Penn Township by Brenda Moyer, Jon Payne second, all in favor.

Motion made to appoint Lynne Renn as the Local Service Tax Collector for Penn Township by Brenda Moyer, Jon Payne second, all in favor. It was questioned whether a resolution was necessary for this or not. Jim Bathgate did not believe it was required but if found that one is necessary it will be drafted at that time and put before the board for signature.

John Wert, Registered Architect submitted a proposal for the pole shed addition at a cost not to exceed \$400.00. Cost would include onsite time to acquire measurements, research, drawing time and review. Cost does not include any bidding or construction. Motion made to have John Wert proceed with proposal work by Jon Payne, Brenda Moyer second, all in favor.

Snyder County Night Out will be held at East Snyder Park on August 26, 2014 from 4 pm till dark. A possible donation by the Supervisors might be to purchase the chips to be distributed or to pay for the rental of a 'bounce house'. Brenda Moyer contacted Middleswarth Chips who said they may be able to donate a portion of the order or discount the purchase price upon receipt of a letter stating the event. Motion made to donate not more than \$500 toward the purchase of chips and the bounce house rental by Fred Ulrich, Brenda Moyer second. Fred Ulrich and Brenda Moyer in favor, Jon Payne opposed.

Darwin Swope made the generous offer of a \$50 personal donation toward the cost of the chips/bounce house for Snyder County Night Out.

Jim Bathgate, Solicitor recommends that the Township have a stenographer present for all Township hearings at a cost to the Township of \$125 Appearance Fee. Nothing is transcribed unless requested at a future date. At that time additional fees would apply and would be paid by the requestor. Motion made to have a paid stenographer present at all Township hearings by Jon Payne, Brenda Moyer second, all in favor.

At this time there will be no increase in the \$300 Township Hearing fee being charged to applicants. If at a later date it is found that this \$125 Appearance Fee for the stenographer is raising the total cost to the Township, the \$300 Hearing fee will be re-evaluated then.

Discussion held about including a section in the Ordinance that a stenographer will be present at hearings. Jim Bathgate, solicitor agreed and indicated he would ensure stenographer presence at all hearings. Motion made to add wording to Ordinance that a stenographer will be at all Township hearings by Fred Ulrich, Jon Payne second, all in favor.

Correspondence received from Snyder County Coalition for Kids looking for donations, monetary or food, toward the "Meals for Seal" program. This program is helping to provide meals to local children that might otherwise go hungry. Jim Geiswite commented that the need is greater than most realize. His church also offers an after school meal program one time per week. Jim Geiswite suggested the Township sponsoring a food drive in lieu of giving a monetary donation to the "Meals for Seal" program. Tabled until Brenda Moyer can get more information about a food drive or other possibilities.

Name badges are needed for the two employees recently hired. Brenda Moyer also questioned about having an ID badge made for Pete DeWire for East Snyder Park. Pete informed the township that he was recently at the park and saw unauthorized individuals driving on the path. When he approached them they questioned his authority to enforce this. With some form of ID it would enable him to better enforce park rules. Pete's title to be "Park Manager". Motion made to have these three ID badges made by the 911 Center by Fred Ulrich, Brenda Moyer second, all in favor.

Two employee reviews tabled until the workshop meeting to be held August 20, 2014.

Old Business

Drafted Ordinance 14-04 Compost Site was reviewed. Discussion held between listing acceptable items with disclaimer stating all other items prohibited unless written consent given by supervisors and just listing the items that are prohibited. The draft version was liked as it is currently worded but also add "including but not limited to" to Section 2. Prohibition of Certain Items. Also add verbiage similar to 'open dawn to dusk'. Motion made to have Jim Bathgate make the noted additions then advertise by Fred Ulrich, Brenda Moyer second, all in favor.

Isaac Ramer voiced his concern that people from surrounding areas are bringing sometimes large amounts of acceptable items to the compost site (trailers from Winfield and Monroe Township). It was noted that per the DEP application for the compost site it 'is available to everyone', not just Penn Township residents.

Drafted Ordinance 14-05 Outdoor Wood Fired Boiler was reviewed. A section was added by Jim Bathgate to mention that if a hardship is imposed on someone by this they can request a variance. Jim also recommended sending a copy of this ordinance to the Snyder County Planning Commission to get their input. Motion made to send a copy of Ordinance 14-05 to the Snyder County Planning

Commission giving them 30 days to provide any comments and recommendations by Brenda Moyer, Jon Payne second, all in favor.

In follow-up on the issue of the area at the bridge on Route 35 in Kantz Jim Bathgate informed the Board that he did send a letter to PennDOT about the conditions. Brenda Moyer said in speaking with a representative from Washington Township (adjoining township at the opposite end of the bridge) they will send a similar letter if we provide a copy of the letter from Penn Township to also voice their concern. Jim will provide a copy of the letter to both Penn and Washington Townships.

Correspondence

A letter stating interest in the vacant opening on the PTMA Board was received from Darwin Swope. Darwin had previously served two terms on the PTMA Board as well as on the ESCRA Board. To date no other letters of interest or applications have been received. Motion made to appoint Darwin Swope to the PTMA Board made by Fred Ulrich, Brenda Moyer second. Fred Ulrich and Brenda Moyer in favor, Jon Payne opposed.

**Executive session was called at 8:30pm. Meeting was reconvened at 8:35pm with no official action taken.

A draft of the Planning Commission minutes from the July 28, 2014 meeting was presented for review.

The proposal/contract for Eastern Industries for the 2014 road projects had been revised to include a smaller portion of Foxboro Road. Change Order #1 with said changes had already been accepted and signed by both Fred Ulrich and Read Bachman, Vice President West Construction for Eastern Industries. Motion made to accept Change Order #1 by Fred Ulrich, Jon Payne second, all in favor.

Isaac Ramer, Roadmaster presented his report at this time. Need to purchase 200' of 18" pipe to replenish Township stock. Motion made to purchase necessary pipe from LB Water made by Fred Ulrich, Jon Payne second, all in favor.

The shop needs more blades and clevises for the flail mower. Blades are \$212/100, clevis are \$229/125. Motion made to purchase necessary supplies by Fred Ulrich, Jon Payne second, all in favor.

The pole saw needs replaced. Price quotes received on Echo and Stihl brands. Echo is cheaper but Stihl is much better quality. The discount price of a Stihl saw from Hummels is \$527.00. Motion made to purchase the Stihl pole saw and a weed whacker from Hummels by Fred Ulrich, Jon Payne second, all in favor.

Discussion held on the need for a new truck. Sunbury Ford works with BradCo to work up costs. Even if we could order Sept/Oct timeframe it would not be delivered for 6-7 months so we won't have it for this winter season. Isaac to do package for the bidding process.

Checks were presented for signing and sample reports distributed for review. Reports are QuickBooks generated reports that would replace reports previously done manually. A motion was made to approve the payroll and accounts payable checks as presented by Brenda Moyer, Jon Payne second, all in favor.

Adjournment

A motion was made to adjourn the meeting by Fred Ulrich, second by Brenda Moyer, all in favor. With no further business to discuss the August 6, 2014 meeting was adjourned at 9:03pm.

Respectfully submitted,

Lynne Renn
Township Secretary