

Penn Township Minutes
Regular Meeting
July 9, 2014

The Penn Township Board of Supervisors held their regular meeting on Wednesday, July 9, 2014 at the Municipal Building, 228 Clifford Road, Selinsgrove, Snyder County, Pennsylvania. Chairman Fred Ulrich called the meeting to order at 7:00pm. Supervisors present: Fred Ulrich; Brenda Moyer; Jon Payne. Others present: Lynne Renn, Secretary/Treasurer; Isaac Ramer, Road Supervisor; Bob Muolo, Solicitor. Members of the Public: Bill Fausey; Darwin Swope; Bill Bucher; Michael Savidge; Gary Griner.

Pledge of Allegiance

Approval of Minutes

Brenda Moyer asked that the minutes from the June 4, 2014 be revised. Under Old Business - regarding Ken Daycock: wording to be "contact the Township for inspection of the system 'before covering' in place of 'when completed'. Motion to approve minutes with noted revision by Jon Payne, Brenda Moyer second, all in favor.

Public Comment

Bill Fausey voiced concern about a traffic situation near his residence on Route 35 in Kantz. Any time it rains he can stand at his kitchen window and expect to see an accident at the bridge which is both in Penn Township and Washington Township. There is poor drainage and a huge bump at the joint between the road and bridge where water pools causing vehicles to hydroplane and wreck. Fred Ulrich suggested a letter be sent to PennDOT to request a safety study be done for that portion of road. Bob Muolo stated the solicitor's office will write said letter and cc: Representative Fred Keller. Bob Muolo also suggested that Bill Fausey submit a personal letter of concern to PennDOT and Rep. Keller.

A report was presented by Gary Griner, representative from the DH&L fire company, for the month of June, 2014 including Alarm Type, Staff Activity and Estimated Loss.

Persons Present to be Heard

Bill Bucher states he still has major concerns regarding water/drainage issues at his property at 110 Deerfield Ct. A new drop box had been installed nearby but that has not relieved the water issue. He has already installed a retaining wall to prevent pooling water from killing their shrubbery and washing out mulch. If a diversion is built he feels this would direct the water toward his house. Suggested either a second drop box be installed or the original box be cut lower and dropped deeper. Motion made by Fred Ulrich to have Bob Bickhart do an elevation study with work to be completed as Bob recommends, Brenda Moyer second, all in favor.

Michael Savidge was in attendance regarding the road work that was done by his residence at 338 Perkinson Road. Work was done in 2011 (see 09-27-11 supervisor meeting minutes). Per meeting minutes dates 10-02-13 Mr. Savidge was dissatisfied with the outcome of previous work done. At that time the supervisors agreed the roadway would be dug out and replaced, however due to limited material availability the repairs would be completed in the spring of 2014. This was not done. It was decided that said repairs would be completed at this time.

Reports

Isaac Ramer, Road Supervisor presented a written report on recent activities.

Dave Bowersox, Zoning Officer was not present. No report provided.

Lynne Renn, Township Secretary/Treasurer presented a written report. Discussion was held regarding why only a few accounts payable checks are processed mid-month with the remainder processed for approval at the Board meeting. Continue to do all monthly for meeting approval with the exception of necessary emergency payments or any payment that would incur a penalty by waiting.

With the resignation of Robin Bieber the position of Open Records Officer is now vacated. Resolution 14-10 to appoint Lynne Renn as Open Records Officer adopted with motion by Fred Ulrich, Jon Payne second, all in favor.

Beth Kaspar, auditor will meet with the supervisors to review findings from her interim audit conducted prior to Robin Bieber's resignation. Initial report indicates multiple areas where process improvements can be made to enhance productivity and efficiency. Request made by Lynne Renn to work with Beth Kaspar on a one-on-one basis to assist with this process. Motion made by Jon Payne to reimburse Beth Kaspar \$10.00 per hour as an at-will employee for this time, Brenda Moyer second, all in favor.

Fred Ulrich, Emergency Management Coordinator and Chairman wished to thank the road crew for doing an awesome job, especially with all the violent storms experienced lately.

Bob Muolo, Solicitor confirmed that a Conditional Use Hearing for Greg Mull, owner of Salem RV will be held August 6, 2014 at 6:30pm with all required advertising published/posted as needed. Motion made by Brenda Moyer, Jon Payne second, all in favor.

The possibility of Penn Township being entitled to an administrative fee for the processing of the hydrant tax was discussed. While the Township is entitled to charge an administrative fee it must be reasonable and proportionate to the tax amount collected. An ordinance would also need to be adopted to enact. After discussion it was found to not be feasible at this time.

Old Business

A letter was sent June 5 to Michael Savidge regarding the recharge system to be installed at 329 Pleasant Drive. System to be installed within 60 days of May 31, 2014. Will be monitored.

The storage trailer/shed issue was discussed. One quote has been received from Andrew Bausch Construction. Would like to have John Wert do a proposal for a shed and then receive multiple quotes. Tabled.

Discussion held regarding bids for concrete driveway repair that will be needed at 744 Hower Street after drain pipe is installed by Township. Two quotes received: from Andrew Bausch for \$937 and a phone quote from Lytle's for \$975. Get one more quote. Motion made by Fred Ulrich to accept the lowest of the three bids, not to exceed \$937, Jon Payne second, all in favor.

As part of the additional roads projects this year, a large portion of Foxboro Road was estimated by Brian Haight. This estimate put the total estimate over the prevailing wage threshold. Motion made by Fred Ulrich to have Brian Haight come back and re-estimate with a smaller portion of Foxboro Road to be completed, Brenda Moyer second, all in favor.

Brenda Moyer also asked if a portion of the liquid fuels money can be used to repave the municipal parking area. Lynne Renn to research if that would be an acceptable expenditure.

New Business

Discussion held about the possibility of the \$50 pavilion rental fee being waived for the Van Nuys and Apps families because of their extensive donations toward the construction of the new pavilion in East Snyder Park. At this time the supervisors thought all pavilion use requests should continue to be made with a completed application. The applicant could then request a fee waiver with the waiver decision being made by the supervisors.

Board made note of the resignation of Tim Laubscher from the Penn Township Municipal Authority (PTMA) due to his moving out of the township. Darwin Swope voiced his concern that the PTMA appoints its own board members. He feels a suitable appointee might be someone that does not have sewer and water through the PTMA as they would be able to have a more unbiased opinion on topics. Motion made by Jon Payne to advertise open position in the newspaper one time and on the Penn Township website, Brenda Moyer second, all in favor.

Alison Tomko, individual currently cleaning the bathrooms at East Snyder Park has agreed to also clean the new bathroom. A locked cabinet will be installed in the new restroom to keep cleaning supplies. Pete Dewire is working on getting some type of cabinet donated. To date the bathroom has remained locked as there is an issue with the water being turned on and then left running. Agreed that this restroom is open to the public and should not be locked or have any sort of restricted use.

It was also noted that no one, with the exception of township personnel doing township business/maintenance, is allowed to drive a vehicle of any type on the trail that is at the park.

A letter was received from Debbie Wolfe, Recycling Coordinator to transfer ownership of the recycling bins from the Snyder County Solid Waste Management Authority to Penn Township. Motion made by Brenda Moyer to accept ownership of the bins, Jon Payne second, all in favor.

Isaac Ramer, Road Supervisor, has been contacted regarding a juvenile fulfilling community service hours as part of his probation. The township has done this in the past and it is ok. If the individual is older than 17 he is permitted to go out on the road crew. Isaac will contact the mother and/or the probation officer to get more details.

The ordinance for the compost site has been drafted by Jim Bathgate and a copy provided to all supervisors. They will review and alert Jim of any possible changes.

****Executive session was called at 8:45pm. Meeting was reconvened at 8:54pm with the following conclusion: After positive employee evaluations were reviewed for Jackson Moyer and Andrew Howell a motion was made by Jon Payne that each will receive an increase of \$0.60/hour, second by Brenda Moyer, all in favor. A motion was also made by Jon Payne that Jeff Radel be released from employment due to limited availability, not wrongdoing of any kind, second by Brenda Moyer, all in favor.**

A motion was made by Jon Payne to approve the payroll and accounts payable checks as presented, second by Brenda Moyer, all in favor. Requested that when secretary works independently with Beth Kaspar for QuickBooks training the supervisors would like to see 1) a list of all checks issued during the month as a summary report and 2) a report that shows budget vs. actual information.

Adjournment

A motion was made by Jon Payne to adjourn the meeting, second by Brenda Moyer, all in favor. With no further business to discuss the July 9, 2014 meeting was adjourned at 9:10pm.

Respectfully submitted,

Lynne Renn
Township Secretary