

**Penn Township Supervisor
Workshop Minutes
May 18, 2016**

Chairman Pete DeWire called the 5.18.2016 Workshop to order 6:00 pm, followed by the Pledge of Allegiance.

Present included: Supervisors: Pete DeWire, Brenda Moyer and Jon Payne, Solicitor James Bathgate, Secretary/Treasurer Jacqueline Anders

Public Present: William J. Moyer, Peggy Chamberlain Roup, Janet Bucher, William Bucher, Steve Briggs, Casey Briggs, Mackenzie Herman, Kathy Herman, Scott Herman, Steven Servano, Rae Audine Snyder, Scott Kerstetter, Beth Kasper, Bill O....., Jan Ritter, Alan?? Ritter, Michael Sears, Dan Kuruna, Tami Long, Anna Long, Janine Winn, Ron Zeiders, Brenda Kemper, Ken Teats, James Munere, Jackson Moyer **Two signatures were not legible.**

Solicitor called Executive session 6:04PM

The board reconvened at 6:33PM with no official action taken.

Public Hearing with Mashariki Motors LLC DBA Motorlink Cars for Conditional Use.

Executive session called 6:56 PM

The board reconvened at 6:57 PM with no official action taken.

Conditional Use application - Mashariki Motors LLC DBA Motorlink. **On motion by Pete DeWire, second by Jon Payne and acclamation of board.**

Revised April 6, 2016 minutes - **On motion by Brenda Moyer, second by Jon Payne and acclamation of board were approved with revisions.**

Revised April 20, 2016 minutes - **On motion by Jon Payne, second by Brenda Moyer and acclamation of board were approved with revisions.**

Conditional Use Hearing - Mashariki Motors LLC DBA Motorlink approved.

Conditional Use Hearing - Sensenig

May 4, 2016 minutes - **On motion by Jon Payne, second by Brenda Moyer and acclamation of board were approved.**

Reports

Roadmaster Isaac Ramer -

- ∞ Discussion held about Tippmann propane hammer post driver from Bradco Supply Company. Regular price is \$2,500.00, reserved pricing is \$1,500.00 for post driver and 2 driver bits for \$100.00 each. Total cost will be \$1,700.00. **On motion by Brenda Moyer, second Jon Payne and acclamation of board to purchase.**
- ∞ Missing Items - 250' Coil of drainage pipe from behind storage area. PPL pole from Herman Road project was drug away. These two issues need to be followed up with the State Police. There was a suggestion of having motion lights in the area. Two supervisors to review the tapes.

Zoning Officer Ray Cerezo - written report dated April 20 - May 18, 2016

Emergency Management Coordinator Fred Ulrich - no report provided

Solicitor, Jim Bathgate

- ∞ Conditional Use Sensenig Application Approval - **On motion by Brenda Moyer, second by Jon Payne and acclamation of board.** Copies will be mailed out accordingly.
- ∞ Amendment of the Articles of Incorporation of the Penn Township Municipal Authority -It has been advertised for June 1st meeting at 7pm for board to adopt the ordinance to extend its term of existence to 2066.
- ∞ Temporary Construction Easement for work at or near Todd Shaffer property (164 Ridgeview Road) - there's stormwater issue the proposed work will be to pave a portion the township's shoulder between Mr. Shaffer's

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driveway and the boundary line of the property just to the north which will cause a more natural sheet run off to the property. The Township will have the power to perform the work with no obligation for future repairs. On motion by Brenda Moyer, second by Jon Payne and acclamation of board for approval.

- ∞ Hammaker and New Enterprise were notified of successful bidders for Road Projects and were instructed to supply the Township with Insurance, Payment and Performance Bond within 20 days.

Jonetta Ulmer to serve on the planning commission to fill Ray Cerezo's term. **On motion by Brenda Moyer, second by Pete DeWire and acclamation of board.**

Carl Zechman letter required by DEP - Bathgate reviewed letter and has no issues. One item came up that originally there was only an easement and he has since purchased the easement access and wants to add it on to the original 2.7 acres. Brenda Moyer reached out Chad Shaffer regarding Reverse Sub-Division needing to be done. Chad Shaffer can contact Mr. Bathgate with any questions. To receive a permit for the home, Mr. Zechman needs to provide a Shared Driveway Maintenance Agreement or have Reverse Sub-Division completed.

Resolution - 2016-15 Appointment for Local Tax Collection for Berkheimer

On motion by Brenda Moyer, second Jon Payne and acclamation, board does appoint Jacqueline Anders as Local Tax Collector.

Resolution - 2016-16 Open Records Officer

On motion by Brenda Moyer, second Jon Payne and acclamation does appoint Jacqueline Anders as Open Records Officer.

Resolution - 2016-17 dotGrants Online Reporting

On motion by Brenda Moyer, second Jon Payne and acclamation, board does appoint Jacqueline Anders to file on-line for PennDOT.

Resolution - 2016-18 Public Comment

On motion by Jon Payne, second Brenda Moyer and acclamation to accept the resolution.

Peggy Chamberland - Chamberland requested clarification on when Public comment is reasonable and when video recording is appropriate. The Sunshine Law allows this because it's a public meeting.

Beth Kapsar - Kapsar asked if the Resolution verbiage is standard or specific to Penn Township. Resolution 2016-18 is standard and suggested by PSTATS.

Jan Ritter - Ritter required clarification on tape recorders. Under the Sunshine Law the Township can't bar you from having a tape recorder in the meeting.

Audine Snyder - Snyder inquired on what can be discussed/brought up during the meeting and if it can be something that isn't on the agenda. Pete DeWire assured that we are not limiting what can said or what concerns can be talked about. Questions and concerns regarding items on the agenda can be addressed as they occur through the meeting. Any other matters of concern, official actions or present Township issues will have the opportunity to be addressed under Public Comment on the agenda. Snyder requested a copy of Resolution 2016-18.

William Moyer - Moyer clarified that it doesn't mean you can't call and be put on the agenda for a specific item. You can call and request to be put on the agenda for a specific item.

Middlecreek Valley Antique Association - Charity Tractor Ride on June 18, 2016 Approval

On motion by Brenda Moyer, Jon Payne second and acclamation of board.

Approval to open the park for Fundraising event July 30th, 2016 for Logan Hile - Fee's waived

Beth Kapsar - Kapsar suggested that they still fill out Users Agreement and note that the fee is waived.

On motion by Jon Payne, Brenda Moyer second and acclamation of board.

The Township to accept credit cards denied.

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No additional summer help is needed at this time. If any is needed in the future it would be temporary.

Public Comment

Peggy Chamberlain - Chamberlain had an issue with snow plow issue on Meadowview Drive. The road was never completely cleared and created drainage issues by pushing snow at mailbox area. Two cars couldn't go down the road at the same time. The issue never happened before and wanted to know what was different and to prevent the same issue next time. It is believed it may be operator related and Pete will take it up with Isaac. Jon suggested to call immediately so the issue can be corrected.

Executive session called 7:50 PM to discuss personnel items
The board reconvened at 8:10 PM

Staff Performance Reviews

- ∞ John W. Hawn - 180 day review suggested raise from \$12.60 to \$13.23.
On motion by Brenda Moyer, Jon Payne second and board acclamation raise approval.
- ∞ Ray Cerezo - 90 day review suggested raise from \$12.00 to \$12.60.
On motion by Pete DeWire, Jon Payne second and board acclamation raise approval.

Accounts Payable Approval

- ∞ Herman Road Culvert Payment - it is suggested that 10% be held from the bill by Larson Design Group.
On motion by Brenda Moyer, Jon Payne second and board acclamation to hold 10% of bill.

Approval of Accounts Payable

On motion by Jon Payne, Brenda Moyer second and board acclamation to pay the bills.

Jan Ritter - Ritter inquired about upcoming meeting listed on the agenda. Ritter questioned if there was a zoning hearing board later this month regarding a variance. There is none known.

Peggy Chamberlain - Chamberlain expressed her gratitude regarding the approval of the Park fundraising event for Logan Hile.

On motion by Jon Payne, second by Brenda Moyer and board acclamation the May 18, 2016 Supervisors Workshop Meeting was adjourned at 8:20PM.