

Penn Township Minutes
Regular Meeting
November 5, 2014

The Penn Township Board of Supervisors held their regular meeting on Wednesday, November 5, 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; Jim Bathgate, Solicitor. Members of the Public: Kathy Ulrich; Jody Ramer; Glenda Ruch; Gary Griner.

Pledge of Allegiance

Approval of Minutes

Motion to approve minutes from October 1, 2014 by Brenda Moyer, Jon Payne second, all in favor.

Motion to approve minutes from October 15, 2014 by Brenda Moyer, Jon Payne second, all in favor.

Motion to approve minutes from October 28, 2014 by Brenda Moyer, Jon Payne second, all in favor.

Public Comment

Persons Present to be Heard

A report was presented by Gary Griner, representative from the DH&L fire company for the month of October, 2014 including Alarm Type, Staff Activity and Estimated Loss. Sale of their truck is now official to a fire department in Greenville, SC.

Glenda Ruch, SEDA-COG representative, presented the final paperwork for the 2014 CDBG allocation. Total allocation in the amount of \$84,388 with Penn Township receiving \$69,562 (82%) for Bake Oven Hill Road reconstruction and \$14,826 (18%) remaining with the COG for administrative fees. Plans are to have the project bid out the very beginning of 2015 with project completion by November 2015. Motion to have Fred Ulrich, Chairman sign the approved documents by Jon Payne, Brenda Moyer second, all in favor.

Reports

Isaac Ramer, Road Supervisor presented his monthly written report.

Also documented was that Isaac has recently spoke to Steve Witmer, General Contractor for the new home construction that is responsible for the damage done to Fair Oak Road. Mr. Witmer does not feel he is liable for the damage. Isaac has spoken to Midland about repair of the road and they have indicated that it is too late in the season to repair this year. Motion made to authorize Jim Bathgate to issue a letter to Mr. Witmer requesting him to lay out repair plans for the damage on or before November 30, 2014 or township will take legal action by Jon Payne, Brenda Moyer second, all in favor.

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

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

Discussion regarding the current \$300 fee for hearings. Lynne recently received a bill for the solicitor for a hearing and the charges to the Township were \$464. The Township's \$300 fee is not coming close to the expenses involved. Should consideration be given to raising the hearing fee for 2015? Jim Bathgate will research further but he believes that the fee charged by second class townships is not allowed to include any provision for attorney costs.

Fred Ulrich, Emergency Management Coordinator and Chairman had nothing to report.

Jim Bathgate, Solicitor had nothing to report.

New Business

Lynne Renn, Secretary would like to attend the Veteran's Memorial Dedication to be held at East Snyder Park on Tuesday, November 11, 2014 at 11:00am. Permission to close the office from 10:30am - 12 noon that day to attend, with notice place on the office door prior to that date to inform of office closure.

Christine Kinney, Miller Insurance Agency, LLC had presented information regarding the Capital Blue Cross health insurance for 2015. Health insurance costs have increased while the vision insurance costs have decreased. Overall she believes it is a good plan for the cost. Motion made to accept the plan as presented by Jon Payne, Brenda Moyer second, all in favor.

Isaac Ramer brought to the Board's attention that when approving purchase of the new truck and box at the October 28, 2014 meeting there was no approval for the purchase of the asphalt tarp which had been listed as an additional item on the Bradco quote. Motion made to approve the purchase of the Asphalt tarp for the new truck at a cost of \$2,430 by Jon Payne, Brenda Moyer second, all in favor.

Quotes were received from two contractors for the pole shed to be constructed for equipment storage. Each contractor submitted a bid for the shed to be built 1) with the posts buried in the ground and 2) with the posts secured by brackets on a concrete base. Three additional contractors had been contacted to submit quotes as well but with no response. After discussion it was decided that having the posts secured by brackets on a concrete base was the better option. Motion made to accept the lowest bid for the pole shed, with the posts being secured by brackets on a concrete base, which was submitted by Andrew Bausch Construction at a cost of \$17,953.00 by Jon Payne, Brenda Moyer second, all in favor.

Sale of the Massey tractor and mower deck by closed bids needs to be advertised two times in a local paper. Isaac Ramer had contacted Zechman's for an estimate on the value which they think is roughly about \$3,500. Fred Ulrich also believes that the mower deck was purchased for about \$8,000. There is no need to place a reserve on the bids but there should be a clause in the advertisement that states the Township reserves the right to reject any and all bids. If the Township does not accept any submitted bid Jim Bathgate suggested that the items be placed on a municipal auction website for possible sale.

Lynne Renn has researched the possibility of offering direct deposit of employee paychecks which there is interest in. Through the QuickBooks program there is a \$1.60/direct deposit fee imposed. If the employee agrees to having the \$1.60 fee withheld directly from their paycheck through a payroll deduction it is ok to proceed with the program.

Notification was received from the Greater Susquehanna Valley Chamber of Commerce about the Grand Opening/Ribbon Cutting ceremony for Lighting New York, a business that is opening their new headquarters based in Penn Township. Ceremony to be held Wednesday, November 12 from 11 am to 1:00 pm at their headquarters at 78 Universal Road. Brenda Moyer will try to attend as a representative for Penn Township.

Tentative meeting schedule for 2015 was reviewed. Noted changes were the first meeting of the year needs to be the first Monday of the year which is January 5, July meeting to be held on July 8 and the October meeting to be scheduled for October 8 so that interested individuals are able to attend the Snyder County Township Officials meeting which is held annually the first Wednesday in October. Motion made to advertise meeting schedule with noted changes by Jon Payne, Brenda Moyer second, all in favor.

**Executive session was called at 7:43pm to discuss personnel matters. Meeting was reconvened at 7:58pm with the following action taken. Motion made to release Alan Feehan from employment by Jon Payne, Brenda Moyer second, all in favor. Lynne Renn to send the release from employment letter to Alan.

Old Business

None.

Correspondence

None.

Checks were presented for signing and reports distributed for review. Motion was made to approve the payroll and accounts payable checks as presented by Jon Payne, Brenda Moyer second, all in favor.

Adjournment

Motion made to adjourn the meeting by Jon Payne, Brenda Moyer second, all in favor. With no further business to discuss the November 3, 2014 meeting was adjourned at 8:09pm.

Respectfully submitted,

Lynne Renn
Township Secretary