

**PENN TOWNSHIP
MINUTES
May 2, 2012**

The Penn Township Board of Supervisors held their regular meeting on Wednesday, May 2, 2012 at the Municipal Building, 228 Clifford Road, Selinsgrove, Snyder County, Pennsylvania. Chairman Jon Payne called the meeting to order at 7:28PM following the Shane and Kimberly Erdley Conditional Use Hearing. Supervisors present: William Moyer, Fred Ulrich, Jon Payne. Others present: Secretary/Treasurer Robin Bieber; Solicitor James Bathgate. Members of the Public: Matt Slivinski; Scott Kerstetter.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

The minutes of the April 4, 2012 meeting approved as presented upon motion by Bill Moyer, seconded by Fred Ulrich, and unanimously approved. The minutes of the April 18, 2012 work session were approved as presented upon motion by Bill Moyer, seconded by Fred Ulrich and unanimously approved.

PUBLIC COMMENT

Scott Kerstetter gave a brief review of activities at East Snyder Park this past weekend with a Little League Tournament. Mr. Kerstetter explained that many compliments were received regarding the park, but also complaints about the 'outhouse' restrooms. It was noted that since the men's restroom was out of commission, a porta-potty was placed on site. A brief discussion was held regarding the \$100 user fee for groups to use the fields.

PERSONS PRESENT TO BE HEARD

No Persons Present to be Heard at this time.

REPORTS

Roadmaster Brandon Sechrist provided a written report on recent activities.

Tom Snyder, Zoning Officer, provided a written report including 35 zoning permits year-to-date.

Robin Bieber, Township Secretary, reported on a request for a 'children at play' sign on Mulls Road. Roadmaster Brandon Sechrist will be authorized to purchase and install two 'children at play' signs upon motion by Bill Moyer, seconded by Fred Ulrich, and unanimously approved.

Emergency Management Coordinator Fred Ulrich reported that the recycling site has been prepared and is ready for the contractor.

Chairman Jon Payne had nothing to report.

OLD BUSINESS

The Personnel Policy was discussed with the addition of employee classification 'Supervisor Employee'. **Executive Session was called at 8:00pm. The meeting reconvened at 8:14pm with no official action taken by the Board.** After review, motion made by Fred Ulrich, seconded by Bill Moyer, and unanimously approved, to accept the personnel policy as amended with the following additions: 1) The classification of supervisor employee; 2) A \$150/month compensation payment to any full-time employee and/or supervisor employee who elects not to be covered by the Township's health insurance. Motion carried. It was noted if a supervisor employee declines the health insurance and chooses to accept the \$150/month reimbursement, they must notify the Supervisors in writing.

PENN TOWNSHIP BOARD OF SUPERVISORS – MINUTES – May 2, 2012

OLD BUSINESS - (cont'd)

After review of the health insurance plans, health insurance will be purchased from PSATS Trustees - PPO Plan C at a cost of \$623.69 per month per eligible employee upon motion by Bill Moyer, seconded by Fred Ulrich and unanimously approved.

It was noted the contact list for East Snyder Park will be used to notify all groups that use the park of the new \$100 user fee.

BID RESULTS

The following bids were received and reviewed for the proposed salt storage building:

A&K Pole Buildings	\$138,500.00
B&B Pole Buildings	\$131,648.00
CB Structures	\$187,446.00
Diversified Construction	\$219,900.00
Hepco Construction	\$149,674.00
Mid-State Paving	\$158,535.15
Paul Ross Construction	\$169,977.00

After review, motion made by Fred Ulrich, seconded by Bill Moyer and unanimously approved, to issue Notice of Intent to award the Salt Storage Building project to B&B Pole Buildings, subject to the following: 1) Review and approval by the Solicitor and Engineer of all documents submitted by Contractor; 2) Property executed Agreements within time frames in Bid Documents; 3) Submission of acceptable performance and payment bonds (Section 21.1); and 4) Submission of acceptable certificate of insurance (Section 20.1 et. Seq.) - Township named as insured. Also, motion by Fred Ulrich, seconded by Jon Payne and unanimously approved, to direct the solicitor to draft and send the Notice of Intent to Award Project to Contractor subject to these conditions.

NEW BUSINESS

Due to lack of written request for a time extension, the Grand Oak Estates plan was denied upon motion by Bill Moyer, seconded by Fred Ulrich, and unanimously approved. It was noted no one was present on behalf of Grand Oak Estates.

Discussion was held on vacating a portion of T389 Bake Oven Hill Road (west of Middle Creek Road - formerly known as Greenhouse Lane) and a portion of T454 Old 11 & 15 (from S Market Street to Bake Oven Hill Road). Written notice will be sent to all adjoining property owners, and a public hearing shall be advertised for June 6, 2012 at 6:00PM.

Bidding documents will be drawn up by Larson Design Group upon motion by Fred Ulrich, seconded by Bill Moyer and unanimously approved. It was noted that much of the bid documentation shall be the same as the salt storage bid documentation, which was drafted by Larson Design Group. It was also noted that bid opening will be at the July 11, 2012 meeting.

Solicitor James Bathgate reported that an attorney representing Jeff and Heidi Deday provided him with pictures of their property and asked Penn Township to reconsider their position of not becoming involved. **An Executive Session was called at 8:49PM to discuss possible litigation. The meeting reconvened at 8:55PM with the following decision: After further review of the Deday property, Penn Township will not get further involved. This decision upon motion by Fred Ulrich, seconded by Bill Moyer and unanimously approved.

PENN TOWNSHIP BOARD OF SUPERVISORS – MINUTES – May 2, 2012

CORRESPONDENCE

PAYMENT OF ACCOUNTS PAYABLE AND PAYROLL

Upon motion of Fred Ulrich, seconded by Bill Moyer, and approved, the accounts payable and payroll were approved as presented.

ADJOURNMENT

Motion to adjourn was made by Bill Moyer, seconded by Fred Ulrich, and unanimously approved. No further business to discuss, the May 2, 2012 meeting adjourned at 9:00pm.

Respectfully Submitted,
Robin Bieber,
Township Secretary