

ATHENS TOWNSHIP SUPERVISORS
July 25, 2018 7:00 PM

Chairwoman Christine Vough called the meeting to order at 7:00 PM. Supervisors also present were George Ballenstedt and Kirstie Lake. Susan Seck arrived at 7:10 PM as she was dealing with the highway department to address the flash flooding issues. Tressa Heffron was on vacation. Solicitor John Thompson and Secretary Robin Smith were also in attendance. Christine led everyone in the Pledge of Allegiance.

Voice of the Residents: None.

George did the update for the fire company. Our newest DPW hire has joined the fire company and is highly qualified. They have also accepted a new fire police member. Robin reminded George that the fire company needs to have the fire police appointed by the Supervisors before they are official. Christine asked George to have them get the application to us for approval.

Richard Bean reported for the Parks and Recreation Commission. Caleb Horton will be presenting an Eagle project to the Commission, and Mikala Horton will be presenting her Gold badge project. John Spencer and Ian Lynch are both working on their Eagle projects as well. Jeff Paul and the Athens and Sayre Rotary Clubs have completed the installation of the playground equipment. The tarring and chipping of the two parking lots has been completed. Phase 1 and 3 are complete. Phase 2 needs mulch spread in the playground and needs to be seeded. They need volunteers to spread the mulch. The ribbon cutting for the park expansion project will be Friday, August 3rd, and a thank you and open house will be Saturday, August 4th. Pavilions will be available starting August 5th. Valley Cities Gas has volunteered to paint tables, guard rails and help with an Eagle project on Round Top on August 7th. They are having a problem with growth on the pond water, and have been working with Bradford County Conservation District. They have determined the weed is bladderwort which can be removed manually or by chemical treatment. The algae type has not been determined yet.

The Board reviewed the Treasurer's report. On motion of George, second by Christine, it was unanimous to approve the payment of the monthly bills as presented. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

Ron Reagan submitted a letter requesting funding in the amount of \$20,000 for Planning Commission to hire a consultant to assist with the updating of the ordinances. On motion of George, second by Kirstie, it was unanimous to designate \$20,000 of Act 13 funds for this purpose.

Robin presented three design options for the Thomas Avenue bridge. Discussion was held. On motion of George, second by Susan, it was unanimous to choose Option 1 with wider shoulders and no sidewalk, which would accommodate both bikers and walkers.

On motion of Christine, second by Susan, it was unanimous to have Ruth process the tax refund in the amount of \$83.01 for Carol Smith.

Page Two
Athens Township Supervisors
July 25, 2018

On motion of Kirstie, second by Susan, it was unanimous to adopt the FMLA form from the US Department of Labor as our FMLA form.

On motion of George, second by Kirstie, it was unanimous to send Ruth and Robin (and any Supervisor that would like to attend) to the “Developing Your Township Budget” class on August 22, 2018 in Dallas, PA.

Robin said PSATS will be presenting a free webinar on October 31st from noon to 1 PM on “How to Create a Great (and Legal) Fee Schedule”. She would like to wait until after that webinar to finalize the fee schedule to make sure we don’t miss anything. The Board agreed.

Susan reported that with this storm we have had water everywhere. She also said they did some slurry sealing using budgeted money around the township.

On motion of George, second by Christine, it was unanimous to approve the minutes of June 27th and July 10th as written.

On motion of George, second by Kirstie, it was unanimous to accept the monthly reports as submitted.

Correspondence/Information was as listed in the meeting agenda.

Chairwoman Vough took the Board into executive session at 7:30 PM for personnel, pending litigation and real estate purposes. Robin was excused at 8:25 PM. The regular meeting reconvened at 9:13 and the remaining minutes were taken by Kirstie Lake.

On motion of George, second by Kirstie, it passed to send a letter to the auditors recommending a 3% raise for Susan Seck for 2018, retroactive to January 1, 2018, and a clothing allowance of \$500 for 2018. Susan abstained from the vote.

On motion of Christine, second by Susan, it was unanimous to give Barry and all recycling attendants a 3% raise for 2018, retroactive to January 1, 2018.

On motion of Kirstie, second by Christine, it was unanimous to hire Cheyenne Harkins as a back-up recycling attendant at \$7.25/hour to be added to the roster as soon as all her employment paperwork is complete and passing applicable background checks.

On motion of Susan, second by George, it was unanimous to assign additional duties, including but not limited to, creating time sheets for each employee, making out deposit slips, making copies of checks that come in, writing on check copies what they’re for, matching invoices to statements and marking with account numbers; the motion to assign duties to Cindy provided

Page Three
Athens Township Supervisors
July 25, 2018

there is no requirement to have her be bonded. If there is a requirement for her to be bonded, please make inquiry as to the associated expense.

There being no further business, on motion of Christine, second by Kirstie, it was unanimous to adjourn at 9:35 PM.

Chairwoman Vough took the Board back into executive session at 9:36 PM. The regular meeting reconvened at 9:41 PM.

On motion of George, second by Kirstie, it was unanimous to execute the stipulation having John resolve the VA assessment appeal.

On motion of Christine, second by George, it was unanimous to authorize John to draft an ordinance regarding the LST for consideration at our August meeting.

There being no further business, on motion of Kirstie, second by Christine, it was unanimous to adjourn at 9:43 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary