

ATHENS TOWNSHIP SUPERVISORS
December 19, 2018 6 PM Regular Meeting

Chairwoman Christine Vough called the meeting to order at 6:02 PM. Supervisors also present were Susan Seck, George Ballenstedt, Tressa Heffron and Kirstie Lake. Solicitor John Thompson and Secretary Robin Smith were also in attendance. Chairwoman Vough led everyone in the Pledge of Allegiance.

Richard Bean presented a Certificate of Appreciation to Eagle Scout Caleb Horton who replaced guard rail in Round Top Park. Caleb is the 47th Scout to do an Eagle Scout project for the Park Commission. The posts were donated by Solid Ground Services and Secrist Lumber. Hoover Hardware donated the hardware and the cement.

Voice of the Residents: None

Chairwoman Vough took the Board into Executive Session for personnel at 6:05 PM. The regular meeting reconvened at 6:19 PM.

The Park Commission does not meet in December so there was no report.

Marion Carling presented the Jeanette H. Minard 2-lot subdivision on Meadowlark Drive for review. They are subdividing 65 acres off of their 500-acre plot. An application has been made for a non-building waiver, but the paperwork has not been issued yet. They also need a waiver for the scale of the plan because of the steep terrain of the property. On motion of Tressa, second by Kirstie, it was unanimous to grant that waiver. On motion of Kirstie, second by George, it was unanimous to grant preliminary and final plan approval of this subdivision, contingent upon the receipt of the non-building waiver.

Next was the Hawbaker site improvements on Route 220 in Greens Landing. They want to put building pads on their property south of the existing asphalt plant so the property will be ready when someone wants to lease it. There were no deficiencies. On motion of Christine, second by George, it was unanimous to grant preliminary plan approval only to these site improvements.

Richard Bean had questioned whether or not Porcupine Road had been put on Liquid Fuels. It has not been put on yet. John will draft an ordinance for the adoption of Porcupine Road at our Organization meeting on January 7th.

RESOLUTION 2018-12 for the fire company billing was tabled until John Thompson, George Ballenstedt and Bryan Farr can meet to discuss some language changes in the resolution. The resolution will be renumbered when it is ready for adoption.

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On motion of George, second by Kirstie, it was unanimous to adopt RESOLUTION 2018-13, setting our contribution to the fire company at \$96,000 for 2019.

George reported that the fire company had 271 calls through November this year. They had election of officers also in November. The fire company approved 3 adult membership applications and 1 junior membership application.

On motion of Kirstie, second by Tressa, it was unanimous to pay the monthly bills as presented. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

On motion of Kirstie, second by George, it was unanimous to adopt RESOLUTION 2018-14 setting the millage for 2019 at 12 mills. This is a one-mill increase.

On motion of George, second by Kirstie it was unanimous to adopt RESOLUTION 2018-15, adopting the 2019 budget.

On motion of Kirstie, second by Tressa, it was unanimous to approve the addendum to the MOU for the School Resource Officer (SRO).

On motion of Kirstie, second by Tressa, it was unanimous to bill the Athens Area School District for SROs for the first quarter of 2019.

On motion of George, second by Susan, it was unanimous to have Christine sign the cable franchise agreement with Charter (formerly Time Warner Cable).

On motion of George, second by Kirstie, it was unanimous to approve, sign and execute the LST Tax Collection Agreement with Berkheimer.

On motion of Christine, second by Kirstie, it was unanimous to adopt RESOLUTION 2018-16 appointing Berkheimer as our LST Tax Collector.

On motion of Tressa, second by Kirstie, it was unanimous to adopt RESOLUTION 2018-17 appointing Ruth Casterline as the point of contact for Berkheimer for the LST Tax.

On motion of Tressa, second by Kirstie, it was unanimous to adopt RESOLUTION 2018-18 appointing Berkheimer as our delinquent LST tax collector.

On motion of Kirstie, second by George, it was unanimous to adopt RESOLUTION 2018-19 appointing Berkheimer as our LST tax hearing officer.

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On motion of George, second by Kirstie, it was unanimous to have Citizens and Northern Bank draft the pension documents for the 401(a) plan and the 457 plans.

On motion of George, second by Christine, it was unanimous to approve the 2019 Memorandum of Understanding with Chief Roger Clink, contingent upon the language changes regarding personal days – language to be supplied by John Thompson.

The Purchasing Policy and Credit Card Policy were tabled, as John Thompson will be tweaking some of the language with regards to bidding limits, emergency work and parts orders.

On motion of George, second by Kirstie, it was unanimous to adopt the Time Clock Procedures as drafted by John Thompson and to have Robin purchase the \$359 time clock for the Public Works Department to start the first of the year.

On motion of Kirstie, second by George, it was unanimous to accept the resignations of Terry Depew, with regret, from the Athens Township Authority, the Athens Township Police Pension Boards and as our representative to the Valley Joint Sewer Authority.

On motion of Kirstie, second by Susan, it was unanimous to appoint Steve Sumner to fill out the term of Terry Depew on Athens Township Authority which expires on December 31, 2021.

Jim Shaw is retiring on December 28th and his term on the Athens Township Police Pension Board expires December 31, 2018. On motion of Kirstie, second by Tressa, it was unanimous to appoint Jason Serfas to replace Jim Shaw on the Police Pension Board for a term to expire December 31, 2021.

The PSATS bill was reviewed and deletions were made on the invoice prior to payment by the Board.

On motion of Kirstie, second by Tressa, it was unanimous to pay the COG invoice as-is.

On motion of Kirstie, second by George, it was unanimous to hire Josephine Saxon as our cleaning person for 2 hours per day – Monday thru Friday, after hours, at a rate of \$10/hour, contingent upon passing her background checks and completion of her employment paperwork.

On motion of George, second by Kirstie, it was unanimous to approve the minutes of November 28th and December 3, 2018 as written.

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On motion of Kirstie, second by Tressa, it was unanimous to accept the monthly reports and the building permit annual report as presented.

Correspondence/Information was as listed in the meeting agenda.

Chairperson Vough took the Board into executive session at 7:40 PM for personnel and pending litigation. The regular meeting reconvened at 8:20 PM.

On motion of Kirstie, second by Christine it was unanimous to allow the Public Works personnel to either go home early after the Christmas luncheon on December 21st or go home early on Christmas Eve, with pay.

There being no further business, on motion of Christine, second by Kirstie, it was unanimous to adjourn the meeting at 8:25 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary