

ATHENS TOWNSHIP SUPERVISORS  
January 30, 2019 6:00 PM

Chairwoman Kirstie Lake called the meeting to order at 6:05 PM. Supervisors also present were Susan Seck, George Ballenstedt, Christine Vough and Tressa Heffron. Solicitor John Thompson and Secretary Robin Smith were also in attendance. Kirstie led everyone in the Pledge of Allegiance.

Voice of the Residents: None

Richard Bean was present for the Parks Commission. The two Girl Scout projects in Round Top are 'on hold' until spring. We received payment for Phase I of the Round Top Park Expansion Project. No word on payment for the other two phases. Richard said they will not be getting the grant from Yamaha as we don't have enough riders. The fire company has taken down the star and it is back in storage. The Parks Commission thanks the fire company for their help. The Supervisors will be auditing Spectrum and Empire. Richard spoke to an appraiser about the Dunkley Hill property. The appraiser said we should get \$3,000/acre, and should reserve the mineral rights for 5-6 years. The Commission is working on the August 10<sup>th</sup> Bradford County Summer Park Series on Round Top. There will be four events in the county recognizing 3 county parks and Round Top. Skip will have the engineering drawings for the ATV grant completed by January 31<sup>st</sup> and will forward them on to DCNR for review. If all goes as planned, the bid will go out around February 4<sup>th</sup> and will be opened at the February 26<sup>th</sup> supervisors meeting. On motion of George, second by Tressa, it was unanimous to bid out the ATV grant project for our February meeting if everything is in order.

John Thompson would like the Board and Richard's approval to negotiate a new lease with Spectrum for their towers/dishes located on Round Top. Discussion was held. Richard would like an increase of at least 3% per year. On motion of Kirstie, second by Tressa, it was unanimous to have John Thompson negotiate with Spectrum for better terms.

On motion of Susan, second by Tressa, it was unanimous to adopt ORDINANCE 2019-01, accepting Porcupine Road as a township road.

George reported for the fire company. The fund drive is ahead of 2018. Bingo is down. There will be a Super Bingo on April 6<sup>th</sup>. They accepted 1 new person into membership. 2018 was their busiest so far.

On motion of Tressa, second by George, 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 Susan, it was unanimous to bid out diesel and 87 octane fuel for our February meeting. We will bid for both dyed LSD diesel and 'regular' LSD diesel with the understanding that we will accept one or the other, not both.

On motion of George, second by Tressa, it was unanimous to purchase the tank for salt brine from Sutton's for mixing the brine prior to being transferred to the water truck, and to take the funds from General Fund line item 437.200.

Discussion was held on the mining permit renewal. We will be crushing this spring/summer, but that will be the end of the mining since we are down to mostly sand. It was decided not to renew the mining permit, but to see about negotiating a lease for the rental of the property for material storage. The mining permit will expire on November 17, 2019 and the land lease will expire November 26, 2021.

On motion of Kirstie, second by George, it was unanimous to change the clothing reimbursement accounts for Susan, Ed and Cindy to clothing allowances, which will allow them to use their township credit cards for eligible purchases. Susan abstained from the vote as she has one of these accounts.

On motion of Kirstie, second by Tressa, it was unanimous to adopt RESOLUTION 2019-06 setting a credit card policy for township credit cards.

The purchasing policy was discussed again. It was decided not to implement the entire policy, but to implement a requirement similar to the one the police follow. On motion of Tressa, second by Christine, it was unanimous to require every person making ANY purchase from November 1 to December 31 of each year advise Ruth as soon as possible of the amount of the purchase so she can have a more accurate idea of our financial status for budgeting purposes.

On motion of Tressa, second by Kirstie, it was unanimous to appoint Susan Seck as the Applicant's Agent for FEMA-4408-DR-PA.

Discussion was held on our snow emergency regulations. John Thompson will draft changes to the current snow emergency sections of our Township Code for review at our next meeting.

The surveys for the Hazard Mitigation Plan Update were completed and reviewed. Robin will submit them to the County.

Chairwoman Kirstie Lake assigned the following committees to the Board:

Kirstie Lake:	Police, Planning & Zoning, Shared Services
George Ballenstedt:	Fire, Public Relations, Parks
Susan Seck:	Roads, Safety, Junkyards
Christine Vough:	Recycling, Building & Grounds, Parks
Tressa Heffron:	Shared Services, Office, Building & Grounds

Dave Steinfelt was present for the fire company. He was unaware that our meetings were no longer at 7 PM. He reviewed the fire report with the Board. He said they are the second busiest company in the County. They have picked up 10 new members since last year. The Junior Firefighter program has 5 members between 14 and 18 years old. Active membership is up. Breathing tanks were purchased with the Act 13 money from the township. An Act 13 grant from the county (\$10,000) was used to purchase a new river rescue boat, and they now have a couple members certified for river rescue. They also received a \$15,000 state grant. Christine asked if they are getting enough help with tree removal. Dave said it would be nice if the township crew could remove them during the day if they are able, but he understands that they are very busy, too. Susan said the guys do look for trees hanging over the road and try to take care of them. She did say Mattison did cut a tree at no charge on Round Top Road that the guys couldn't get.

On motion of Christine, second by George, it was unanimous to remove Christine from the bank accounts and add Kirstie in her place; and to require 2 signatures on all checks once the changes are complete.

On motion of George, second by Tressa, it was unanimous to approve the minutes of January 7, 2019 as written, with the correction to the SRO salary from the 2018 rate of \$19/hour to the 2019 rate of \$19.50/hour.

On motion of Tressa, second by Christine, it was unanimous to accept the monthly reports as presented. The annual Planning Commission report was also included with the regular reports.

Correspondence/Information was as listed in the meeting agenda.

Chairwoman Lake took the Board into executive session at 7:37 PM for personnel and pending litigation. The regular meeting reconvened at 8:27 PM.

On motion of Tressa, second by Susan, it was unanimous to give a 3% raise to all non-bargaining unit employees, retroactive to January 1, 2019.

On motion of Tressa, second by Kirstie, it was unanimous to give Dylan the same benefits as the Department of Public Works.

On motion of Kirstie, second by Christine, it was unanimous to deduct 11-1/2 hours of over-usage of sick time by Mark Stark in 2018 from his 2019 allotment, with the understanding that if he has an overage again, he will have to reimburse the township.

Page Four  
Athens Township Supervisors  
January 30, 2019

On motion of Kirstie, second by Tressa, it passed to ratify the running of the ad for a Heavy Equipment Operator to replace Ralph Blowers. Christine voted no.

On motion of George, second by Tressa, it was unanimous to amend the Time Clock Policy for the Public Works Department to reflect the change in the overtime language to make it as stated in their union contract.

There being no further business, on motion of Tressa, second by George, it was unanimous to adjourn the meeting at 8:34 PM.

Respectfully submitted,

Robin L. Smith  
Athens Township Secretary