

ATHENS TOWNSHIP SUPERVISORS
Regular Meeting 6 PM March 27, 2019

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

The bids for the ATV Trail Grant were opened at this time and were as follows:

Insinger Excavating	\$189,085
Solid Ground Services	\$154,431

On motion of George, second by Christine it was unanimous to award the bid to Solid Ground Services, contingent upon review and approval by our Engineer and by DCNR.

Voice of the Residents: None

Our auditors – Bill Morris, Jane Watson and Shelly Reagan – were present to give their report on the audit. Bill said the books were in excellent condition again this year, and Ruth Casterline has done another good job for us.

Robin advised the board that she neglected to include the auditor approval of Susan's clothing allowance for 2019 in the minutes. Their approval was given on January 8, 2019. On motion of Kirstie, second by Christine, it was unanimous to accept the auditor approval of \$500 for Susan's 2019 clothing allowance.

Richard Bean reported for the Parks Commission. Scout projects are in progress. He has heard nothing new from DCNR regarding payment for Phases 2 and 3. Richard asked when the audit would be done for Spectrum and Empire and John hasn't heard from them. The Dunkley Hill property does not have to be surveyed before it is sold. The Park Commission is working on the August 10th Bradford County Summer Park Series on Round Top. Richard has asked Cain Chamberlain from Endless Mountain Heritage for an update, but nothing has been finalized. The Commission held their pre-bid meeting for the ATV Trail Grant project, and 5 contractors attended. Round Top will open May 11th. They will have Park Inspection April 6th at 9:30 AM, and will meet and begin at Tozer's Landing. Richard asked if the highway department will repair Round Top Road this year. We are requesting inmates to help Barry get the park ready to open.

George reported for the ATVFC. He said there wasn't much new. A handful of people went through an intense training recently in Towanda. Discussion was held as to the false alarm ordinance. John has revised the last version and distributed it to the Board. On motion of Christine, second by George, it was unanimous to have John Thompson advertise this ordinance for adoption at our April 24th meeting.

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On motion of George, second by Tressa, 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.

On motion of Kirstie, second by Tressa, it was unanimous to send the Public Works Department, Eddie and Cindy to the PA One Call Seminar to be held on April 10th at 8 AM at the South Waverly Borough Hall.

The Board will conduct Road Inspection on April 1st and April 2nd at 4:45 PM both nights. Robin will advertise.

On motion of George, second by Susan, it was unanimous to accept the quote #8108 (police) and #8228 for computer hardware/software from Kai Pan Consulting. This will be paid for from the Act 13 Funds, check #7.

On motion of Kirstie, second by Tressa, it was unanimous to rescind RESOLUTION 2019-06 (instituting the township credit card policy) so it can be revised.

Mr. Kurt Priester, President of Athens Arts4All, had submitted a letter requesting that the \$30 zoning permit fee be waived for their event to be held May 4th and 5th at Harlan Rowe Middle School. He states as a non-profit organization, they use all the money from the show to enhance the art and music programs in the local school districts. On motion of George, second by Kirstie, it was unanimous to waive the \$30 fee, but they are still required to secure the permit at no charge.

On motion of Tressa, second by Susan, it was unanimous to approve the use of the "Authorization Agreement for ACH Debit" forms supplied by C&N Bank for the new 457 Retirement Plans and the new 401(a) Pension plans.

On motion of Tressa, second by Christine, it was unanimous to appoint the Board Chairperson as the signatory for the 457 and 401(a) plans, and to have the Chairperson sign the documents in lieu of using DocuSign or any electronic/digital signature.

On motion of George, second by Kirstie, it was unanimous to send Robin and Ed to the tabletop disaster exercise in Towanda on April 11th from 11:30 AM – 3 PM provided by Penelec at no charge.

On motion of George, second by Kirstie, it was unanimous to approve the minutes of February 27, 2019 as written.

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On motion of Tressa, second by Christine, it passed to approve the minutes of March 18, 2019 as written. George abstained as he was not at the meeting.

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

Correspondence/Information was as listed in the meeting agenda.

Chairwoman Kirstie Lake took the Board into executive session at 6:46 PM for personnel and pending litigation. The regular meeting reconvened at 8:37 PM.

On motion of Kirstie, second by Susan, it was unanimous to deposit the \$70.11 of recycling donations into General Fund.

On motion of Kirstie, second by Tressa, it was unanimous to approve Dylan Haynes to use 5 of his upcoming allotment of vacation days on June 24 – June 28, 2019 (for a planned vacation).

On motion of Tressa, second by George, it was unanimous to terminate Josephine Saxon as our cleaning person.

On motion of Kirstie, second by Tressa, it was unanimous to send all 3 School Resource Officers to Mansfield for a week-long training this summer at a total cost of \$2300 for the course to be paid for by Athens Area School District; and to pay their salary for the days they attend.

On motion of Tressa, second by Susan, it was unanimous to calculate the 401(a) pension amount and match on a percentage basis and not on a flat rate; and to deposit any township match quarterly.

On motion of Kirstie, second by Tressa, it was unanimous to have John Thompson advertise the pension ordinance for adoption at our April 24th meeting contingent upon bank approval.

On motion of Susan, second by Kirstie, it was unanimous to adjourn the meeting at 8:43 PM,

Respectfully submitted,

Robin L. Smith, Athens Township Secretary