

Chairwoman Tressa Heffron called the meeting to order at 5:32 PM. Also present were Supervisors Bonnie Petruschak, Ron Reagan, Matt Moore and Cori Lasco. Solicitor John Thompson, Treasurer Ruth Casterline and Secretary Meagan Carling were also in attendance. Tressa led everyone in the Pledge of Allegiance.

Voice of the Residents:

Steve Novak, and several other residents, of Hillcrest Drive were in attendance to discuss the road conditions of Hillcrest Drive and their concerns for walking safety and vehicle damage. Mr. Novak and company also voiced concern about repairs to pot-holes being performed correctly and they would like to see the entire road fixed the right way, not just “band-aids” for temporary fixes; stating the last time it was done completely was sometime back in the 70’s.

Aaron Brotzman of Weaver Road questioned how a town road can get that bad and expressed his frustration with conditions of dirt roads; wanted to know where the money was spent.

Paul Kelley of Moore Rd added that the roads crew needs a manager and that he had submitted his resume to be considered as he has experience with inspections, grading, grave, time management, etc.; he will also do it voluntarily just as Mr. Simons had offered to train the road crew for no charge.

Nancy Nicholas / Rockin N Stables voiced her frustration regarding zoning ordinances and the required permits needed in the Township for cabins / tiny-homes to be built and rented through sites such as VRBO and Air BnB. She continued that would give visitors opportunities to see and experience our area as cabins / tiny-houses are popular right now.

Rick Simonds of Weaver Rd expressed frustration about a grader being parked on Bobcat Rd but seeing no work being done; he thought our Public Works Department was getting help from PennDOT yet still nothing is happening.

Pat Beers of Hickory Heights relayed the information that there are 35 homes in her area and there is constant water drainage that may be related to a drywell that was never done, causing bubbling on the road and worsening potholes.

Athens Twp. Planning Commission:

Marion Carling represented the Planning Commission. She presented the board with the maps and documentation for two cases.

**Witmer, Michele Ann** / 2-lot subdivision (#24-03): On motion of Tressa, seconded by Ron; motion passed to accept the Planning Commission recommended approval of the subdivision, contingent upon the two deficiencies being met.

**Dandy Corporate** / land development (#24-05): On motion of Ron, seconded by Tressa; motion passed to accept the Planning Commission recommended approval of the preliminary land development, contingent upon the five deficiencies and one comment being met.

Athens Twp. Volunteer Fire Co.: March 2024 report received.

Athens Twp. Parks Commission:

Michele Browning represented the Parks Commissions. She shared that Parks will have a booth (#88) at upcoming Arts for All event, the Boy Scouts were helping with cleanup needed at Round Top Park for the May 11<sup>th</sup> opening day and they are continuing working on available grants.

On motion of Ron, seconded by Bonnie; motion passed to approve Purchase Order for Parks & Recreation general information flyer in the amount of \$578.66 from account 454.370.

Athens Twp. Public Works Dept.:

A Highway Dept. Work Summary, will be submitted for each meeting on work performed and upcoming projects.

Moore Road Bridge update: On motion of Tressa, seconded by Matt; motion passed to sign and submit a letter to request costs of the interim repairs of the Moore Road Bridge be included in the draft TIP for the full replacement. This would be a retroactive reimbursement for 80% of the Township's cost for the temporary project.

Miller Road Bridge update: Our Multimodal Transportation Funds application reconsideration was not accepted. This project will not receive funds this round but can be considered during the next submittal window running from September through November.

Roads Projects Meeting 4/18/24: Supervisors Matt Moore and Cori Lasco, along with former Director of Public Works- Chuck Wright, Road Foreman – Jon Waltenburg and Secretary Meagan Carling met with G.O. Hawbaker to discuss sequencing and scheduling for the Round Top Road / Pump Station Hill Road / Gateway Industrial Park Road upcoming paving and milling projects. Preliminary pipe installations and drainage preparation to begin this week; paving and milling will take place in May and June 2024.

Director of Public Works: Three resumes were received and will be reviewed. Jon Waltenburg will remain the Acting Director until a decision is made.

Athens Twp. Police Dept.: March 2024 report received, Chief Clink had nothing to add.

On motion of Bonnie, seconded by Ron; motion passed to approve the monthly reports.

On motion of Bonnie, seconded by Matt; motion passed to approve the monthly bills.

On motion of Tressa, seconded by Bonnie; motion passed to approve March 27<sup>th</sup> regular meeting & April 4<sup>th</sup> special meeting minutes as written. Cori abstained.

Considered / Discussed:

On motion of Matt, seconded by Bonnie; motion passed to adopt Resolution 2024-12, naming Tressa Heffron as the Traffic Signal Maintenance Agreement Authorized Signer.

On motion of Tressa, seconded by Ron; motion passed to adopt Resolution 2024-13 to Adopt the Bradford County Emergency Operations Plan and the Athens Township Emergency Operations Plan for 2024.

CHANGE IN MOTION: On motion of Tressa, seconded by Bonnie; motion passed to approve, sign and execute Chief of Police MOU. Cori abstained. (The original motion from April 4<sup>th</sup> special meeting was made by Cori but he was not in office when the original MOU was done therefore, he must abstain.)

Auditor update: Deb Northrup and Ace Dolin were both present.

Ace presented motions passed by the auditors to: accept the Township's fiscal year to be January 1-December 31 2024; increase the mileage rate from \$0.655 to \$0.67 per mile for Supervisors' use of personal vehicles for Township business; increase the Supervisor as employee hourly rates from \$9.50 to \$10.00 per hour; recognize and adopt the currently used modified accrual accounting principles and ongoing.

Ace also discussed an error that was discovered on the original 2023 Athens Township Audit Report, items needed to be re-categorized. These changes were completed and the updated 2023 Audit Report was submitted on 4/19/2024.

Shared Services Meeting with Sayre Borough: scheduled for Tuesday, May 7<sup>th</sup> 2024 at 6pm to take place both via ZOOM and in person at the Athens Township Municipal Building; ZOOM login information will be posted.

Flags need to be replaced at the Township Parks, initial order pending. Order to be cancelled as resident Nancy Nicholas offered to provide the flags requested (2 - 5'X8' American Flag, 2 - 3'X5' POW-MIA Flag, 4 - 3'X5' American Flag).

On motion of Tressa, seconded by Bonnie; motion passed to ratify and approve plumbing repairs performed by Millard Plumbing in the amount of \$150.00.

On motion of Ron, seconded by Bonnie; motion passed to ratify and approve rekeying of the Athens Township Municipal Building locks in the amount of \$365.00.

Updating cameras; tabled.

Sean Watkins from NorthTech Unlimited assessed the current phone system and set-up on April 15<sup>th</sup> and provided two quotes; one option uses the existing cabling and the second option upgrades the cabling for each user station. Proposals will be reviewed, budget will also be reviewed as the phone system is for both Township Office and Police Department; tabled until May meeting.

Website proposals to review and email system needs to be addressed; tabled.

CPA for 2024: Deb Northrup referred Guthrie & Co., PC out of Mansfield PA for an option as CPA for the Township and had them "tentatively" put the Township on the schedule for next year; someone will be in contact with the office soon regarding processes. A referral was made for another CPA out of Williamsport previously in the year too.

On motion of Tressa, seconded by Cori; motion passed to add Bonnie and Matt as authorized representatives to the credit card / charge accounts. Meeting minutes may be needed to submit for this change; Tressa to call and add both names.

On motion by Bonnie, seconded by Matt; motion passed to appoint Tressa as the authorized signer for the International Truck purchase paperwork.

On motion of Tressa, seconded by Bonnie; motion passed to approve The Climb 2024! Organizations' request to waive the zoning permit fee for their non-profit event being held at Round Top Park on June 22<sup>nd</sup>.

Correspondence / Information:

BCTOA Spring Dinner May 23<sup>rd</sup> attendee list must be sent by May 1<sup>st</sup>; let Meagan know who will be going.

CivicPlus – get more information from them regarding what municipalities in Bradford County use their services.

WBCOG – Electronics Recycling Event: Saturday, May 4<sup>th</sup> from 8am-noon at Alparon Park, Troy PA.

Chairwoman Tressa took the board into executive session at 7:55 PM for personnel. The meeting reconvened at 10:01 PM.

There being no further business, on motion of Cori, second by Bonnie; it was unanimous to adjourn the meeting at 10:01 PM.

Respectfully submitted,

Meagan Carling  
Athens Township Secretary