

Chairwoman Tressa Heffron called the meeting to order at 5:30 PM. Also present were Supervisors Bonnie Petruschak, Ron Reagan, Matt Moore and Cori Lasco; Solicitor John Thompson, Treasurer Ruth Casterline and Secretary Meagan Carling. Garret Stocks was also present to represent the Public Works Department / Road Crew. Tressa led everyone in the Pledge of Allegiance.

Athens Twp. Planning Commission:

Marion Carling represented the Planning Commission. She, along with Bruce Benish, presented the board with the maps and documentation for one case.

Soper, Roger – preliminary / final 2-lot subdivision on Green Mountain Drive (#24-06): On motion of Ron, seconded by Tressa; motion passed to accept the Planning Commission recommended approval of the subdivision contingent upon the three deficiencies being met for adding cartway width to plan, adding contour labels to the plan and needing the sewage module. The sewage module was on hand and presented. On motion of Ron, seconded by Bonnie; motion passed to sign the sewage module reducing the deficiencies to two.

Patterson-UTI / NexTier Completion Solutions Inc.: conditional use hearing July 9th 2024 at 6:00 PM

Athens Twp. Volunteer Fire Co.:

May 2024 report received.

No representative present. Information was emailed by George Ballenstedt (Director) updating the digital sign design was discussed and the company is working with Ed Reid on this and that a chicken BBQ fundraiser will be held July 13th.

Athens Twp. Parks Commission:

Michele Browing was present to discuss:

Tozers Landing excessive water use on 5/17 (8000 gallons), 5/19 (510 gallons), 5/20 (700 gallons) and another alert 5/24 (report is not available yet). The meter was replaced to be safe and there did not appear to be any issues with the faucets/spigots; until use can be determined the handles have been removed to safeguard they cannot be left on. The hydrant is not metered, so is not from there.

The Parks Gatekeeper, Bryan Haney, is resigning; last day being 6/30/24. The position has been posted on social media and applications submitted for review. This will be discussed in Executive Session.

On motion of Cori, seconded by Matt; motion passed to approve the revised Purchase Order for roof repairs to Round Top Park Pavilion #5 and the upper restroom by LeBlanc Development in the amount of \$12,500.00 from Parks-Building / Maintenance account. Additional quote from

Kitner Contracting in the amount of \$12,423.21 was received but not selected; Michele Browning is contacting him to relay that information.

Athens Twp. Public Works Dept.:

Moore Road Bridge update:

Joshua Setts with Larson Design will be the Project Manager, he provided a status report. The project is on schedule with the next two months to include developing / completing structure and construction plans and obtaining adequacy approval from PennDOT. Discussion continued regarding the construction being advertised for bid in mid-September, awarding a contractor by the end of September, and notifying T. Thompson (Central Bradford Progress Authority) of this timeline and ask about funding options if needed.

The only current action item for the Township is to set-up a PA PEP Greenport Account for e-Permitting and appoint an Account Administrator. On motion of Tressa, seconded by Bonnie; motion passed to appoint Secretary Meagan Carling as the PA PEP Greenport Account Administrator.

Grant opportunity deadlines were mentioned at the PSATS Secretary Summit Training Session last week (Treasurer & Secretary attended) with a date of July 31st for the Multi-Modal Grant; upon further review the application the Township was denied for in regard to the Miller Road Bridge cannot be resubmitted as this is a separate program for Multi-Modal funding through the DCED (Department of Community & Economic Development) not the PennDOT funding opportunity which will open again in September.

Inspection reports for two culverts were received and items noted for future budgeting purposes:

- T-310 (Highland Drive) over Tutelow Creek (1st inspection reported) noted no immediate improvements needed but short-term improvements listed (within 2 years) included repair guide rail, install end treatments with hazard markers, install rock protection in outlet end, underpin apron at outlet end, repair roadway erosion on left shoulder/wingwall, repair pothole near approach and repair deteriorated pavement at far left; ESTIMATED = \$10K. Nothing listed for long-term improvements.
- T-321 (Murray Creek Road) over Murray Creek rating was increased from severe to fair after recent work done and noted no immediate improvements needed but short-term improvements listed (within 2 years) included repair right shoulder and construct concrete jacket for right wingwall; ESTIMATED = \$6K. Long-term improvement items listed are for replacement with larger bridge; ESTIMATED = \$680K.

Garret Stocks presented a Summary from the Roads Workshop held 6/19/24:

- *Roads worked on/completed between April 1st-June 26th* include Chamberlin, Bowman, Beaver Pond, Alleyhoot, Murray Creek, McCardle, Center, Westbrook, Sharon, Prospect, Valley Place, Pennsylvania, McKinney, Queen Esther, Jacklin with work done including patching (millings & hot patch), ditch cleaning, shoulder repairs, pipe installations. Tozers Landing and Round Top Park roads/parking/launch attended to as well.
- *Road work planned from June –September* include Orcutt Creek, McCardle, Tutelow Creek, Pennsylvania, Wildwood, Braddock, Alleyhoot, Queen Esther with work plans including ditch cleaning, patching (hot & grader patch), shoulder repair (2RC & hot mix

black top with moon paver), *as well as dust control* for Pump Station Hill, Highland, Braddock, Dunkley Hill, Meadowlark, Beaver Pond, Weaver, McCardle, Sunnyfield, Macafee, Sutliff Hill, Cole Hollow.

- Dust Oil: contacted Vestal Asphalt, Midland, SuitKote for quotes, SuiteKote cannot do PM work; Matt Moore to get two additional sources for Garret to contact for quotes.
- Looking ahead for winter needs: anti-skid quote requests made to Lopke, Johnson Quarries, Marcus Cole.

On motion of Ron, seconded by Bonnie; motion passed to ratify authorization for BCCD to include Round Top Road Bridge in their Growing Greener Grant bundle application submission for Contech O-Series precast arch concrete bridge replacements. If not awarded, explore aluminum replacement option.

On motion of Cori, seconded by Matt; motion passed to approve Purchase Order for tractor repairs to 3point hitch, pivot point, arms and rear-end by Monroe Tractor – Binghamton Branch, contingent upon nothing being damaged internally, in the amount of \$2055.96 from GENERAL FUNDS account.

Truck #6 - 2009 Ford F250 failed inspection, front-end is falling out – unsafe to drive period. On motion of Matt, seconded by Cori; motion passed to pull Truck #6 from the fleet and post for auction on MunicBid – if does not sell after posting twice, option to be scrapped.

Truck #8 – 2014 Volvo engine damage, three options for repairs given from Burr Truck (repair current engine, replace with brand new engine, replace with reman engine). On motion of Cori, seconded by Matt; motion passed to approve Purchase Order for engine replacement with brand new one ensuring nothing additional can occur from unseen internal damage, in the amount of \$40,432.70 from GENERAL FUNDS account. Note to look into setting replacement cycle for units.

On motion of Tressa, seconded by Matt; motion passed to approve Purchase Order for 3 Day Belt Loader Rental from Bradco Supply for ditch cleaning (3 days, beginning July 15th) in the amount of \$1800.00 from GENERAL FUNDS account.

Purchase Order for water cooler for garage discussed. Water fountain is inoperable so looking at water cooler. Suggested to look into pallet of bottled water instead since most of the road crews time is out of the garage. Garret to get pricing on a pallet of bottled water from Toms Hardware.

Road Foreman MOU to be discussed in Executive Session.

Public Works Staff to be discussed in Executive Session.

Athens Twp. Police Dept.:

May 2024 report received.

On motion of Bonnie, seconded by Matt; motion passed to approve Purchase Order for Portable Breathalyzer in the amount of \$575.00 from 410.260 account.

On motion of Ron, seconded by Bonnie; motion passed to authorize reimbursement request for June payment to NYS Teamsters Health HRA plan for Zach Hatch who resigned in May.

Chief Clink discussed the PCCD Grant awarded to them for in car cameras and the process to get the cameras. On motion of Ron, seconded by Tressa; motion passed to approve Purchase Order for the Motorola in-car cameras in the amount of \$60,000.00 from ACT 13 funds which will be replenished by the grant funds awarded. Note that a Resolution will need to be written for the next meeting stating what the plan is for the grant money spending.

On motion of Bonnie, seconded by Cori; motion passed to accept the monthly reports.

On motion of Bonnie, seconded by Ron; motion passed to approve all monthly bills.

On motion of Tressa, seconded by Bonnie; motion passed to approve meeting minutes from May 29, 2024; Matt abstained as he was not in attendance.

Considered / Discussed:

Cabinetworks Assessment Appeal documents were corrected and submitted to John Thompson for review; everything was correct. No further action needed at this time.

CPR / 1st Aid and Stop The Bleed safety trainings / certification classes are to be scheduled and date / time relayed.

Shared Services Workshop summary – TABLED

On motion of Tressa, seconded by Bonnie; motion passed to authorize payment to three of the property owners who settled their claim in regard to the T-321 (Murray Creek Rd) over Murray Creek Right of Way agreement (Gray \$1013.50, Abresch \$1122.00, Williams \$1007.50) totaling \$3143.00; one property owner still pending.

Credit Card Policy amendment to be discussed in Executive session.

On motion of Bonnie, seconded by Ron; motion passed to approve Purchase Order verbally revised by Sean Watkins from NorthTech Unlimited at the meeting for a replacement security camera and installation /programming in the amount of \$550.00 from BUILDING SECURITY account.

Update phone system – new product line quoted by Sean Watkins with NorthTech Unlimited to accompany the 2 previous options for review; Supervisors requesting an additional quote (different company) to compare.

D3 Web Design update – Designing a test site to play with to help him determine what exactly the Township wants / likes. It will be more reactive, organized and mobile friendly; should be ready for soft launch (testing phase) in a month or two. D3 will also need pictures.

Correspondence/Information:

On motion of Tressa, seconded by Bonnie; motion passed to assign the PSATS open membership to Supervisor Ronald Reagan.

On motion of Tressa, seconded by Bonnie; motion passed to approve Public Works / Road Crew members to attend the Environmentally Sensitive Maintenance (ESM) Training (2 days/Sayre PA) to obtain a 5-year certification / eligibility to participate in PA Dirt, Gravel & Low-Volume Road Program Grants; must RSVP by September 13 – specific attendees to be determined at a later date.

Information relayed regarding BCCD/NTRPDC in-house/local Road Scholar Certification opportunity upcoming. To revisit when have more details.

Voice of the Residents:

Mike Freeland of Wilawana Road suggested instead of hiring a Public Works Director to look into a Township Manager to help all around. Ideally they would have a business background or experience which can easily work with a Treasurer and Secretary plus aspects of zoning, planning, permits, grants, etc.; Mike is not interested in being the Township Manager.

Dave Adams was in attendance to see if anything was being discussed regarding solar panels since Towanda had an article in the paper regarding their ordinance. John T. noted that other municipalities include solar panels in with zoning and Ron commented about residential versus commercial. Tressa gave Dave the information for the next Planning Commission meeting if he would like to attend.

Chairwoman Tressa took the board into executive session at 6:57 PM for personnel and pending litigation. The meeting reconvened at 9:19 PM.

Applications for the Gatekeeper position will be reviewed and interviews scheduled with Parks Commission.

No action taken on Road Forman MOU - TABLED.

No action taken on Credit Card Policy amendment - TABLED.

There being no further business, on motion of Tressa, second by Matt; it was unanimous to adjourn the meeting at 9:22 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary