

ATHENS TOWNSHIP SUPERVISORS

Regular Meeting

June 25, 2025 6:00 PM

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Vice Chairwoman Bonnie Petruschak called the meeting to order at 6:00 PM.

Present were Supervisors –Bonnie Petruschak, Ronald Reagan, Matthew Moore and Michael Freeland; Tressa Heffron was not in attendance due to a scheduling conflict. Superintendent of Public Works Garret Stocks, Secretary Meagan Carling, Treasurer Lauren Hotaling and Solicitor John Thompson were also in attendance. Petruschak led everyone in the Pledge of Allegiance.

Voice of the Residents:

Jason Gillott, Shepard Rd- Not in attendance.

Athens Twp. Authority:

No representative in attendance; monthly report received.

Athens Twp. Planning Commission:

No representative in attendance; no monthly report received as they did not hold a meeting.

Athens Twp. Volunteer Fire Co.:

Fire Chief Austyn Merrill was in attendance to represent the ATVFC. He discussed the monthly report and has returned his special permit applications for submittal for use of Moore Road Bridge once it is re-opened after the strengthening project.

Athens Twp. Parks Commission:

No representative in attendance; monthly report received.

Athens Twp. Public Works Dept.:

Superintendent of Public Works Garret Stocks was in attendance to represent the department.

Safety Policy Manual / RESOLUTION, TABLED – scaled down the applicable sections from the PennDOT Manual into a new document for final review; Solicitor to create a RESOLUTION once ready for the next Board of Supervisors meeting on 7/9/25.

On motion of Moore, seconded by Freeland; motion passed to approve Suit-Kote Corporations change order regarding the “FDR – Seal Coat” project to add CENTER ST. to the scope of work at a cost of \$21,000. Forecasted start date for this project is August 11, 2025.

Discussion was had on the Moore Road Bridge status and contractor L.C. Whitford’s extension request to push completion out 21 days (July 24th, 2025). On motion of Freeland, seconded by Moore; motion passed to grant the 21-day extension request contingent upon L.C. Whitford agreeing to pay the penalty of \$975/day* for the duration of the extension.

* rate determined 3/13/25 during the pre-construction meeting per the minutes provided

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On motion of Freeland, seconded by Petruschak; motion passed to authorize the permit registration for the preliminary stream crossing culvert design per the plans outlined in the “GP-11 Application and Hydraulic Design Package for Round Top Road Stream Crossing Project” document presented by BCCD / Jonathan VanNoy.

On motion of Moore, seconded by Freeland; motion passed to move forward with filing the claim with Selective Insurance for the damage to the garage ceiling and repairs by Pendell Companies contingent upon quote revision to show itemized repairs to be completed.

Discussion was had in regard to the Mirabito fuel error; no further action can be taken and tank is empty / dry and ready to use again. Stocks to contact WOC.

Road Crew, temporary position update – TABLED to Executive Session.

Athens Twp. Police Dept.:

No representative in attendance; report received.

Reports:

On motion of Moore, seconded by Freeland; motion passed to accept the monthly reports from Authority, Planning, Fire Co., Parks, Roads, Police Dept. & Building Permits.

Bills:

On motion of Reagan, seconded by Petruschak; motion passed to pay the monthly bills as presented.

Minutes:

On motion of Moore, seconded by Freeland; motion passed to approve the Board of Supervisors regular meeting minutes from 6/11/2025.

Consider / Discuss:

On motion of Reagan, seconded by Petruschak; motion passed to adopt RESOLUTION 2025-14 designating C & N Bank and First Citizens Community Bank as the Township depositories.

On motion of Petruschak, seconded by Reagan; motion passed to adopt RESOLUTION 2025-15 appointing Tressa Heffron, Ronald Reagan, Lauren Hotaling and Meagan Carling remaining authorized signatories for the bank accounts.

Discussion was had regarding Baker-Tilly’s update / options for completing the 2024 audits; noted to stay on course with original plan for filing / closure – not opting for a modified version for submittal.

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Discussion was had regarding having an Industrial Appraisal completed for the Township's assets; TABLED - Hotaling explained a lot of information would need to be provided to get a quote but will work at it to present for budget determinations.

Discussion was had regarding some new storage options for the Township's records, noting Reynolds Storage Solutions – provides consultation for custom document storage management and Easi-Set Buildings – custom pre-engineered, precast concrete structures; both NOTED. Arranging to get a quote from Reynolds (document storage options for the office / Police Dept.) to have for budget discussions.

On motion of Reagan, seconded by Petruschak; motion passed to adopt RESOLUTION 2025-16 in support of the Pennsylvania Commission for the United States SemiQuincentennial, "America250PA – created to plan, encourage, develop and coordinate the commemoration of the 250th anniversary of the United States and Pennsylvania's integral role in that event and the role of its people in the nation's past, present and future..."

Police Sergeant, rate increase / duties – to be discussed in Executive Session.

Discussion was had regarding Township designated weather centers; more information is needed for what would classify under this determination and eligibility for grants for such locations. TABLED until more detail is provided.

Personnel – to be discussed in Executive Session.

Correspondence / Information:

Discussion was had regarding the progress of the website – pictures have been submitted and training was received on uploading information; some areas are still being built and there is a follow-up call scheduled for next week. Noted.

Discussion was had regarding PA One Call System transitioning (effective 6/30/25) from faxing notifications to sending via email. An alias email account was already created and linked to the Zoning Officer and Assistant Zoning Officer; it is up and running – currently receiving the messages via email. Noted.

Discussion was had regarding a notice received for Blackhills Energy application submittal to renew their Chemung River Water Withdrawal with modification for increase in rate. Noted.

Discussion was had regarding a notice received for PennDOT S.R. 4022 / Wilawanna Rd project (2026-2027) as to the traffic control plan. Noted.

LTAP virtual course: 6/26/25 – Pipe / Culvert Installation and Replacement. Noted.

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Voice of the Residents, continued:

Nancy Whitt, Moore Road – Whitt asked if the Public Works Department receives a weekly schedule for road work; Stocks explained he has a loose schedule pending the completion of work for the week(s) prior, and upcoming contracting projects they need to collaborate on; and as always weather / equipment / materials factors as well. Stocks further explained he does pre-plan weeks ahead for what he would like to have completed but cannot guarantee its completion by those dates, so it is hard to have available to the public – but residents are welcome to call and he can discuss upcoming work / plan.

Vice Chairwoman Petruschak took the board into Executive Session at 7:16 PM,
for legal/personnel.

The meeting reconvened at 9:16 PM.

On motion of Moore, seconded by Freeland; motion passed to hire Jacob Boda for the temporary position on the Road Crew; the position is full-time hours, at a rate of \$18.50/hour, with required PPE provided (shirts, hard hat, gloves, rain gear, steel-toed muck boots) and \$300 clothing allowance (for additional needs), for the duration of the term being 180 days. Consideration will be given for a permanent position should an opening become available.

On motion of Petruschak, seconded by Freeland; motion passed to increase the Police Sergeant pay by \$0.90/hour, during such time as fulfilling the clerical responsibilities for the Police Department.

There being no further business, on motion of Petruschak, seconded by Moore;
it was unanimous to adjourn the meeting at 9:20 PM.

Respectfully submitted,

Meagan Carling
Athens Township Secretary