

ATHENS TOWNSHIP SUPERVISORS

Regular Meeting

August 27, 2025 6:00 PM

Page 1 of 5

Chairwoman Tressa Heffron called the meeting to order at 6:00 PM.

Present were Supervisors – Tressa Heffron, Bonnie Petruschak, Ronald Reagan, Matthew Moore, and Michael Freeland. Superintendent of Public Works Garret Stocks, Secretary Meagan Carling, Treasurer Lauren Hotaling and Solicitor John Thompson were also in attendance. Heffron led everyone in the Pledge of Allegiance.

Voice of the Residents: none

Athens Twp. Authority:

No representative in attendance; monthly report received.

Notice of ARC Grant awarded funding for \$25,000 to evaluate the sanitary sewer system infrastructure to identify necessary improvements that enhance resiliency and sustainability.

Letter of Interest received, TABLED until next BOS meeting 9/10/25 – need to contact the ATA Chairperson to discuss their recommendation.

Athens Twp. Planning Commission:

No representative in attendance; monthly report received.

GreenKey Solar Development: Per their request, GreenKey Solar has extended the review of their Preliminary Land Development application until the October Planning Commission & Board of Supervisor meetings. Noted.

Thrush, Barry: On motion of Reagan, seconded by Moore; motion passed to authorize the sewage module to be signed and submitted for the subdivision in Smithfield Township on adjoining parcel in Athens Township.

Athens Twp. Volunteer Fire Co.:

Fire Chief Austyn Merrill was in attendance to represent the ATVFC; reviewed the monthly report.

Upcoming fundraisers include: Chicken BBQ 8/30/25, Sportmans Night 9/20/25, BINGO every Tuesday. Information is posted on the ATVFC Facebook page.

Athens Twp. Parks Commission:

No representative in attendance; monthly report received.

Spectrum has not relayed dates for running the fiber-optic lines through Round Top Park, but has removed the tower as a precursor. Noted.

ATHENS TOWNSHIP SUPERVISORS

Regular Meeting

August 27, 2025 6:00 PM

Page 2 of 5

Water System at Round Top Park is scheduled for 3-year inspection 9/4/25. Noted.

Athens Twp. Public Works Dept.:

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

Discussion was had regarding the Miller Road Bridge needed repairs. LDG confirmed the contractor, Vermilya Construction, has plans to be on-site beginning Tuesday September 2nd; anticipating the repairs to take 1-1.5 weeks to finish (pending weather). The emergency permit was ordered via DEP and the landowner contacted to discuss the staging area option – they gave permission and will sign the authorization documents once received from the Solicitor. Noted.

Discussion was had regarding updates to current road work in process. Westbrook / Center / Hillcrest / Pine Tree / Rosh / Jacob / Lambert / Baxter / Shuman Hill roadwork finished establishing the foundation last week and have moved on to the stone & oil layers – the fog-seal top coat is scheduled for next Thursday (9/4); Stocks added that this process will give a good foundation for any future work. Erin roadwork will begin Tuesday (9/2) and continue through Friday (9/5), weather permitting. Noted.

Discussion was had regarding the Wiles Valley Weather quote for services from November 2025 – April 2026 and the upgrades he made technology-wise; TABLED – hold for budget discussion.

Discussion was had regarding the Asphalt Zipper and revisited financials; TABLED – hold for budget discussion.

Discussion was had regarding Stocks Township cell phone need to be replaced; TABLED – hold for budget discussion.

Discussion was had regarding the recall notice for 2023 International CV515. Stocks contacted Allegiance Trucks in Binghamton NY to determine if the recall applied to the Township unit's systems based on feature codes; the Township unit's parts are on the recall list but the defect remedy is unable to be performed at this time as parts are not available – a second notice will be sent and a call to schedule the replacements will be made once received. Noted.

Athens Twp. Police Dept.:

No representative in attendance; report received.

Discussion was had regarding Axon Taser Instructor Course purchase order; would ensure the Police Department will stay current and have two officers trained. On motion of Freeland, seconded by Moore; motion passed to approve the purchase order for Axon Taser Instructor Course in the amount of \$895.00 from general fund (410.174).

ATHENS TOWNSHIP SUPERVISORS

Regular Meeting

August 27, 2025 6:00 PM

Page 3 of 5

Reports:

On motion of Petruschak, seconded by Moore; motion passed to accept the monthly reports from Authority, Planning, Fire Co., Parks, Roads, & Police. Permits report – TABLED to 9/10/25.

Discussion was had regarding the Building Permits report still not showing the final notice for the Route 220 property being sent; miscommunication between Zoning and the Solicitor to be addressed and the ‘final notice for clean-up’ to the watch-list property on Route 220 to be sent / included in the updated August Permits Report to resubmit for approval at the next Board of Supervisors meeting 9/10/25.

Bills:

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

Minutes:

On motion of Petruschak, seconded by Reagan; motion passed to approve the Board of Supervisors regular meeting minutes from 8/13/2025.

Consider / Discuss:

Discussion was had regarding the Baker-Tilly audit status. Carling / Hotaling were tasked with re-writing the equipment / capital assets lists - transferring it from a ‘word’ document to an ‘excel’ sheet for ease of use, adding a detailed list for facilities and infrastructure, determining values and depreciation for all above items. The same information for each road / bridge in the Township is being requested in order to finish the complete capital assets file – which will need to be determined by an outside entity through an industrial appraisal. Baker-Tilly is now suggesting the audit be submitted without the capital assets information, as they cannot submit it partially completed, and with the deadline for submittal approaching – an industrial appraisal cannot be completed in time. Noted; to revisit at the next Board of Supervisors meeting 9/10/25 with information on amendment options if it has to be filed without the capital assets detail & quotes for an industrial appraisal completion for the next meeting for review.

Discussion was had regarding the current noise ordinance section regarding fireworks. Along with it being difficult to enforce in general, the verbiage of the timeframes for allowing / permitting for them is unclear. Heffron sat on that committee and verified what was decided could have been written in a different manner to make it more understandable but it is a case by case decision of the Board of Supervisors if permits will be considered outside of the dates listed on the ordinance. Noted.

Discussion was had regarding the junkyard inspections, preliminary / final reports. TABLED – until next Board of Supervisors meeting; more information is needed to determine approval for both – Ed Reid to follow-up on tire removal completion and clarification on pre-existing conditions.

On motion of Moore, seconded by Petruschak; motion passed to approve submittal of letter designating Carling as Entity Administrator on the SAM.gov account for registration / award management of government reports / records of funds received.

ATHENS TOWNSHIP SUPERVISORS

Regular Meeting

August 27, 2025 6:00 PM

Page 4 of 5

Discussion was had regarding the conditions of the Enterprise Center storage area and contract expiration in June 2026. After planning documents were scanned they were not replaced in an organized manner; the planning documents (along with the boxes of other records / documents) will need to be sorted / reorganized / purged as needed to determine the amount of storage space needed going forward. On motion of Heffron, seconded by Petruschak; motion passed for Cindy Parrish – Planning Commission Secretary to start on the planning documents, with Carling / Hotaling to start on remaining boxes.

Discussion was had regarding PSATS Boot Camp for Township Officials three-day event this round being divided up among one evening session in December and two day sessions in February local held in Towanda PA. TABLED – if interested in attending, discussion can be had at a later date (contact Carling).

Township resignations / vacancies – to be discussed in Executive Session as needed.

Personnel – to be discussed in Executive Session as needed.

Correspondence / Information:

Municipal auctions for 2016 Chevrolet Tahoe & Monroe Spreader run 9/5-9/18/25; award at BOS 9/24/25. Noted.

Discussion was had regarding the progress of the website – no update. Noted.

BC Township Officers Association, annual convention 10/2/25 8am-1pm. Noted – contact Carling if interested in attending.

Scouting America, Adventure Awaits 5K race, 8/29 registration at TWP Building & race 8/30/25. Noted.

LTAP: Stormwater Responsibilities (drop-in session), 9/4/25 11am-12pm. Noted.

Chairwoman Heffron took the board into Executive Session at 6:48 PM,
for personnel.

Supervisor Moore exited the meeting at 7:53 PM.

ATHENS TOWNSHIP SUPERVISORS

Regular Meeting

August 27, 2025 6:00 PM

Page 5 of 5

The meeting reconvened at 8:42 PM.

On motion of Heffron, seconded by Petruschak; motion passed to approve the hire of police officer Scott Tanner to the Police Department, effective September 4th 2025 in accordance with the union contract and Bilateral Agreement MOU, pending background check returned / clear and his name removed from the civil service list.

On motion of Heffron, seconded by Petruschak; motion passed to approve advertising for an open position in the Police Department for a full-time police officer - Chief Clink to provide a detailed description to Carling for the posting.

On motion of Heffron, seconded by Reagan; motion passed to accept the resignation of Township Treasurer - Lauren Hotaling, last day full-time with the Township being 9/12/25.

On motion of Heffron, seconded by Petruschak; motion passed to approve Lauren Hotaling to maintain part-time hours as acting Township Treasurer to do payroll and bookkeeping until a replacement for her position is found; part-time status to begin 9/15/25: up to 20 hours per week, same rate of pay, no PTO or benefits available.

On motion of Heffron, seconded by Petruschak; motion passed to approve advertising for the open full-time or part-time Township Treasurer position – Hotaling to provide a detailed description to Carling for the posting.

On motion of Heffron, seconded by Reagan; motion passed to accept the resignation of Township Superintendent of Public Works – Garret Stocks, last day full-time with the Township being 9/10/25.

On motion of Heffron, seconded by Reagan; motion passed to approve advertising for the open Superintendent / Director of Public Works position – Stocks to provide a detailed description to Carling for the posting.

On motion of Petruschak, seconded by Reagan; motion passed to accept the resignation of the Public Works Department, Machine / Equipment Operator - Charles Hogan; effective August 26th, 2025.

On motion of Heffron, seconded by Petruschak; motion passed to approve advertising for the open full-time Machine / Equipment Operator position in the Public Works Department – Stocks to provide a detailed description to Carling for posting.

There being no further business, on motion of Reagan, seconded by Petruschak;
it was unanimous to adjourn the meeting at 8:51 PM.

Respectfully submitted,
Meagan Carling
Athens Township Secretary