

ATHENS TOWNSHIP SUPERVISORS  
January 4, 2016 7:00 PM  
Organization Meeting

The meeting was called to order at 7:02 PM. Supervisors present were George Ballenstedt, Susan Seck, Christine Vough and Cheryl Wood-Walter. Secretary Robin Smith and Treasurer Ruth Casterline were also in attendance. The Pledge of Allegiance was said by those in attendance.

On motion of Cheryl, second by Christine, it was unanimous to appoint Robin as Secretary pro tem.

On motion of George, second by Susan, it passed to elect Cheryl Wood-Walter as Chairman. Cheryl abstained from the vote.

On motion of Cheryl, second by Susan, it was unanimous to elect Ronald Reagan as Vice Chairman.

On motion of Christine, second by George, it was unanimous to reappoint Robin Smith as Secretary of the Board for 2016.

On motion of Cheryl, second by Christine, it was unanimous to reappoint Ruth Casterline as Treasurer of the Board for 2016.

On motion of George, second by Christine, it was unanimous to hire Attorney John Thompson to represent the Township for 2016 at a rate of \$105 per hour.

On motion of George, second by Christine, it was unanimous to approve the following paid holidays: January 1, President's Day, Good Friday, Memorial Day, 4<sup>th</sup> of July, Labor Day, Thanksgiving, Veterans Day (Nov. 11<sup>th</sup>), Christmas & 1 floating holiday for full-time Non-Uniform employees granted immediately according to date of hire. Bargaining Unit holidays as per respective contracts.

On motion of Christine, second by George, it was unanimous to approve paid sick days per year for full-time Non-Uniform employees (present schedule 15 days per year after 1 year of service with the ability to carry over 5 unused days accumulation not to exceed 30 days). A doctor excuse is required after 3 consecutive days. May use up to 10 days/year as FamilySick Leave ONLY if an immediate family member requires hospitalization or care afterwards. Bargaining Unit sick days as per respective contracts.

On motion of Christine, second by George, it was unanimous to approve vacation time for full-time Non-Uniform employees: After one year employment - 10 days. After 5 years employment - 15 days. After six years employment, one vacation day per year of service shall be received up to a maximum of 25 days. No more than 4 weeks can be carried over. Bargaining Unit vacation as per respective contracts.

Page Two  
Athens Township Supervisors  
January 4, 2016

On motion of Cheryl, second by Christine, it was unanimous to approve time off with pay for bereavement leave for Non-Uniform employees: for the death of husband, wife, children or stepchildren - 5 working days; mother, father, sister or brother - 5 working days; mother-in-law or father-in-law - 5 working days; aunt, uncle, grandparents, grandchild, niece, nephew, brother-in-law, sister-in-law - 3 working days. This leave time is for employee or spouse family member and also includes the death of any 'step-'. Granted immediately after employment. Bargaining Unit bereavement leave as per respective contracts.

On motion of George, second by Christine, it was unanimous to approve to continue to provide dental and vision coverage for each full-time Non-Uniform employee including the family plan, if applicable, as well as individual and family hospitalization benefits under NYS Teamsters Health and Hospital Fund; to provide short term and long term disability, AD&D and \$75,000 life insurance for police officers through Nationwide; provide short term disability (long term disability and AD&D insurance for some) and life insurance of \$30,000.00 for full-time Non-Uniform employees Bargaining Unit employee insurance as per respective contracts.

On motion of Cheryl, second by Christine, it was unanimous to approve 4 personal days for full-time Non-Uniform employees. Granted immediately and prorated according to date of hire. Bargaining Unit employee personal days as per respective contracts.

On motion of George, second by Christine, it was unanimous to approve and provide the Township Non-Uniform Pension Plan and contribute \$100,509 to it and provide a Police Pension Plan and contribute \$85,728 to it for 2016. The employee will be enrolled immediately upon hiring.

On motion of Christine, second by George, it was unanimous to approve that any supervisor in office during 2016 shall be authorized to perform any duties pertaining to Township affairs, whether administrative, road work, etc.

Ron Reagan arrived.

On motion of Christine, second by Susan, it was unanimous to give authority to Chairman of the Board to purchase supplies and small items of equipment without formal approval of the Board; give authority to the Vice Chairman if the Chairman is unavailable; and give authority to the other three supervisors to act in the same capacity in the event of emergency when the Chairman or Vice Chairman are not available.

On motion of Ron, second by Cheryl, it was unanimous to appoint Richard Bean as a member of the Vacancy Board for 2016.

Page Three  
Athens Township Supervisors  
January 4, 2016

On motion of Ron, second by Cheryl, it was unanimous to appoint Code Inspections, Inc. as the building code enforcement entity for Athens Township in 2016.

Voice of the Residents – none

Clif Cheeks presented the Roy Hawkins 2-lot subdivision for review. All deficiencies have been met with the exception of the will-serve letter from the electric company and the signature of the owner on the plans. Planning Commission recommends preliminary and final plan approval contingent upon receipt of all deficiencies. On motion of Ron, second by George, it was unanimous to grant preliminary and final plan approval to this subdivision, contingent upon all deficiencies being met.

The Macafee subdivision is still lacking a corrected setback for Lot 3, so Robin has not certified the maps yet. Ed will contact Chris Gilbert regarding this.

On motion of Ron, second by Cheryl, it was unanimous to adopt RESOLUTION 2016-01 designating C & N Bank and M & T Bank as our depositories for 2016.

On motion of Ron, second by George, it was unanimous to adopt RESOLUTION 2016-02 appointing Cheryl Wood-Walter and Susan Seck as Athens Township's two representatives to the Bradford County Sanitation Committee Appeals Board for 2016.

On motion of Cheryl, second by Susan, it was unanimous to adopt RESOLUTION 2016-03 appointing Ruth Casterline as the Primary Voting Delegate to the Tax Collection Committee, and to have George Ballenstedt replace Robin as the First Alternate Voting Delegate.

On motion of Susan, second by Ron, it was unanimous to allow the Treasurer to pay bills during the month that become due or will be discounted before our meeting at the end of the month.

On motion of Ron, second by Susan, it was unanimous to have George be the Voting Delegate for the township at the PSATS Conference in Hershey April 17 – 20, 2016.

Cheryl advised the media that our tentatively scheduled meeting with PennDOT concerning the Route 220/199 corridor will not be held on January 28<sup>th</sup>. No new date has been set as of yet.

Chairman Wood-Walter took the Board into executive session for personnel and pending litigation at 7:25 PM. The secretary was excused and the remaining minutes were taken by George Ballenstedt. The regular meeting reconvened at 8:35 PM.

Page Four  
Athens Township Supervisors  
January 4, 2016

On motion of Ron, second by Cheryl, it was unanimous to approve the Memorandum of Understanding (MOU) for Larry Hurley, ATWP Chief of Police for one year at the same terms as the 2015 MOU.

On motion of Susan, second by Cheryl, it was unanimous to approve to pay Randy Harford \$10/month towards his personal cell phone bill.

There being no further business, the meeting adjourned at 8:40 PM.

Respectfully submitted,

Robin L. Smith  
Secretary