

ATHENS TOWNSHIP SUPERVISORS  
May 31, 2017 7 PM

Chairman Cheryl Wood-Walter called the meeting to order at 7 PM. Supervisors also present were Susan Seck, Christine Vough and Ronald Reagan. George Ballenstedt was absent. Solicitor John Thompson, Treasurer Ruth Casterline and Secretary Robin Smith were also in attendance. Cheryl led those in attendance in the Pledge of Allegiance.

We received a few bids on our 1999 Mack 10-wheeler that we were auctioning on Municibid. The high bid was \$11,200 and we had a reserve of \$22,000. Susan said the truck was worth more than \$11,200. Ron wants to get an estimate to fix it. Discussion was held. On motion of Ron, second by Christine, it was unanimous to have Susan get the estimate.

Voice of the Residents:

Dale Elliott of 177 Cole Street asked the board what they're doing about Cole Street and when? Susan said she met with an engineer on the road mostly to get the driveways tied in. The water is incredible now. Dale said they were told 2 years ago it would be fixed. He has a cesspool in his yard, you built it up a foot, took up the original asphalt and he has moss growing. Susan said we decided as a board to have an engineer look at it. Dale said you haven't told me a thing – you're just talking in circles. When will the road be done? What about the pot holes? Susan said they will be filled. Dale asked when? What about dust suppression. He said he's had enough of this. Susan said the road had to be torn up. Dale asked why? Susan said Aqua was working there. Cheryl said it was our understanding that Aqua was going to go all the way to the top. Dale asked what we consider a pothole. He requested the board go up and look at it. He asked if it will be graded. He asked what we are going to do with the pipe in front of his house? Susan said they will have to pull that out and put a smaller one in. The Board discussed this last month. Julie Swingle of Vista Drive said we took the last piece of his driveway out for our pipe. Dale said he hopes we can feel his frustration. Susan said she has a proposal for the board tonight. Julie said Cole Street was never a dirt road until you came up there. The dust is just unbelievable. Dale asked will it be finished this year before summer ends and was told yes.

Bob Smith, 80 Nicholas Lane, asked if we can do something with these utilities to make them finish their road cuts right. He said Trehab has dug Gateway Industrial Park Road up five times. Susan said she will call them when it needs repair. Bob said the least they should do is pave that whole section. Also, look in the ditches from the workers. They get their dinner and then throw all the Styrofoam and garbage in the ditch. Susan will follow up.

John Carlin of Clinton Street said we're in a new year and we have the same problems. What can we do about the speeding? Can we get all the supervisors in the Valley together to see what can be done about speeding? What can be done? Also, can't we get consistent speed on one road instead of going from 25 to 35 to 30 on the same road? Cheryl said PennDOT has different speed limits on their roads in the township. John asked about code enforcement. He said Sayre, Waverly, South Waverly and Athens Borough all have property maintenance ordinances for grass height, garbage, unlicensed cars, etc. He drove around the township and

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notices on Riverside Drive we have tall grass. Sayre's limit is 6", Waverly is 10". 95% of the people keep their property up. John submitted a letter to the board.

Dan Stark of Clinton Street said the weeds are terrible around the signs on Elmira Street. They're really high. It's disgusting.

No one was present from the fire company. Robin had included information on Act 172 in the board packets regarding tax credits to volunteer first responders.

Richard Bean reported for the Parks and Recreation Commission. Spencer DeKay will be installing the flag pole at Tozer's Landing. Insinger was told it was dry enough to start and that work should be completed by June 7<sup>th</sup>. Since then it has rained almost every day, so work has stopped again. The Sayre and Athens Rotary Clubs are almost ready to install the playground equipment. They received 2 quotes for the concrete pads for handicap parking. Mayo was the low bidder with a bid of \$9920. They have decided not to pursue Mustang Carriers for the damage to the Tozer's Landing sign. The electric power for the park expansion will be installed when the ground dries out. The highway department will dig a 200' long, 3-1/2' deep hole for the conduit and Barry will lay that out to the panel board. Barry will rent a small backhoe and he and the inmates will lay the wire to the pavilion. The park opened May 13<sup>th</sup>. George Crowell will build the picnic tables for the 2 new pavilions. He is going to find a volunteer to help him. Bids for Phase III will be going out in June, with bid opening at the June supervisor meeting. The completion date for Phase III will be October 31<sup>st</sup>.

It doesn't look like Empire access is paying us our fair share. John will look at that again.

John Carlin complained about the flags getting caught in the trees at the fire company and the Veteran's Memorial.

On motion of Ron, second by Cheryl, it was unanimous to approve, sign and execute Skip Schneider's contract for Round Top Phase III.

On motion of Ron, second by Susan, it was unanimous to pay the monthly bills as presented. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

Ruth's report was reviewed. She would like to join the Government Finance Officers Assoc. (GFOA). She went to their conference this year instead of the PSATS conference and found it to be much more suited to the work she does. On motion of Christine, second by Ron, it was unanimous to allow Ruth to join GFOA at an annual fee of \$75, and to take that expenditure out of 400.420.

Ruth would also like to see the supervisors purchase a Government Accounting, Auditing and Financial Reporting Book (GAAFR), which will be a useful guide for bookkeepers and auditors. It will also be an excellent resource for elected and appointed officials. The cost is \$239 for members and \$279 for non-members. On motion of Ron, second by Cheryl, it was unanimous to approve this purchase.

At one of the classes it was highly recommended that a computer solely used for accounting would be very beneficial in cutting chances of the township experiencing Cyber Crime or phishing attacks. Discussion was held. Ruth feels we need to consider this. It was also highly suggested to utilize your financial institution's fraud protection, purchasing the service of Positive Pay Protection. She would like to see us do that and will look into that more for us.

On motion of Christine, second by Susan, it was unanimous to ratify the payment of the expenditures from April 26<sup>th</sup> through May 31<sup>st</sup>.

On motion of Ron, second by Cheryl, it was unanimous to (as per the 2017 budget plan) transfer \$210,000 from the Act 13 Fund to General Fund and to transfer \$30,000 from General Fund to the Capital Reserve Fund.

Scot Saggiomo was present for Planning Commission and presented the Williams Toyota land development located at 2468 Elmira Street. Planning Commission recommends preliminary approval only, contingent upon resolution of the deficiencies. Tim Gourley, engineer for the project, explained the project. They are looking to expand the existing facility by building a 17,000 sq. ft. service building and installing new signs. They will have the same driveway pattern – entering from Elmira Street, going through the building, and then coming back out through the building. They are proposing more drywells to contain the water on-site. They are also splitting the project into 2 phases: Phase I will be the building and Phase II will be the upper pad, adding an additional 50 spaces to store inventory. Discussion was held. On motion of Ron, second by Christine, it was unanimous to grant PRELIMINARY approval only, contingent upon the resolution of the following deficiencies:

- 1) Will-serve letters needed from utilities
- 2) Information on the retaining wall in sufficient detail to make sure it complies. Need signed and sealed drawings/plans.
- 3) 82 parking spaces are needed. Plans currently show 73 spaces.
- 4) Owner's signature needed on the plans
- 5) A performance bond will be required for Phase I to ensure they finish the work if it is not completed before winter and will need to be done in the spring. This bond will be required prior to the start of Phase II.
- 6) NPDES approval needed from Bradford County Conservation District.

Phase II stormwater management was discussed. The infiltration results are terrible. They are looking to discharge stormwater to 2 drywells on Elmira Street, but PennDOT is requiring the township to be co-applicant. Tim said the municipality has the opportunity to assign all the maintenance back to the applicant. John Thompson said he will work on a 'hold harmless' agreement. Robin asked what about the fact that the township is responsible for the maintenance of the storm sewers on Elmira Street? What is our responsibility for this? John said the hold harmless agreement will take care of it. Ron asked if the agreement will be recorded? He also would like to see something in writing from PennDOT that they are good with this. Will the agreement follow the property? Ron told Tim to put together the storm water plan and have Skip review it. Tim said it will be reviewed by Skip and again by PennDOT. They will tie into the back of the inlet. Ron added it's just a fact of life that they have no place to put their water. Tim said he just needs us to sign off on the application. He would like to submit Phase II to the Planning Commission next month. Scot said be sure the storm water agreement carries over to the next property owner(s). Tim said you would be able to put a lien on the property to enforce it. He wants to get the legal agreements done and get the form signed. The Board will do that at their June meeting if everything is in order. Tim hopes to have the conceptual plan for the June meeting.

On motion of Cheryl, second by Christine, it was unanimous to approve, sign and execute the lease for our storage space in the Enterprise Center in the amount of \$5,000 for July 1, 2017 through June 30, 2018.

On motion of Ron, second by Cheryl, it was unanimous to approve the Kuharchik preventive maintenance contract for our traffic signals for this year at a cost of \$650/intersection and materials at cost plus 25%.

The Hold Harmless form and the Incident Report form will be reviewed at a later time.

Ron said we have cameras in every other department except the garage. We have expensive equipment out there and he would like to see cameras installed. Cheryl said we should do it for safety reasons also. Susan said the trucks are crammed in there and it would be hard to see. Scot will come and look at it and give us some idea as to what can be done. Susan will call Scot when we have a 'full' garage.

No action was taken on the Local Government Safety webinar.

On motion of Cheryl, second by Ron, it was unanimous to proclaim June 18, 2017 as Dorothy Geiger Day in honor of her 100<sup>th</sup> birthday, and to present her with the original proclamation.

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Susan reported for roads. She had a request to install 2 “Watch Children” signs on Washington Street, as they have a lot of small children on that street. On motion of Christine, second by Susan, it was unanimous to do this.

On motion of Cheryl, second by Susan, it was unanimous to approve the minutes of April 26, 2017 and May 3, 2017 as written. Ron abstained from the minutes of the 26<sup>th</sup> as he was not in attendance.

On motion of Ron, second by Cheryl, it was unanimous to accept the monthly reports as presented. John Carlin requested that the board get the reports to the newspapers each month.

Correspondence/Information was as listed in the meeting agenda.

Chairman Wood-Walter took the Board into executive session at 8:56 PM for personnel and pending litigation. Robin was asked to stay for the first item and then was excused. The regular meeting reconvened at 10:10 PM.

On motion of Susan, second by Christine, it was unanimous to interview the applicants for the Heavy Equipment Operator and to hire at the end of the month if someone is qualified.

On motion of Ron, second by Cheryl, it was unanimous to have John Thompson begin the appeal process against the Zoning Hearing Board’s decision regarding the Dandy Mini Mart #16 sign variance request.

On motion of Susan, second by Cheryl, it was unanimous to bid out the Cole Street project per the PennDOT spec with tying in the driveways, after having the Cole Street residents sign the hold harmless agreements.

There being no further business, on motion of Ron, second by Cheryl, it was unanimous to adjourn the meeting at 10:20 PM.

Respectfully submitted,

Robin L. Smith  
Athens Township Secretary