

ATHENS TOWNSHIP SUPERVISORS
ORGANIZATION MEETING
January 3, 2022 5:00 PM

The meeting was called to order at 5 pm by Solicitor John Thompson and he lead the Pledge of Allegiance. Supervisors Tressa Heffron, Kirstie Lake, Alan Burgess, Christine Vough, and Susan Seck were in attendance. Secretary Michelle Rude and Treasurer Ruth Casterline were also in attendance.

On motion of Kirstie, second by Tressa, motion passed to appoint Michelle Rude Secretary pro tem.

On motion of Kirstie, second by Christine, motion passed to reappoint Tressa Heffron as Chairman of the Board. Tressa abstained from the vote.

On motion of Tressa, second by Alan, motion passed to appoint Kirstie Lake Vice Chairman of the Board. Kirstie abstained from the vote.

On motion of Tressa, second by Alan, motion passed to appoint Michelle Rude Secretary of the Board for 2022.

On motion of Kirstie, second by Susan, motion passed to appoint Ruth Casterline Treasurer of the Board for 2022.

On motion of Kirstie, second by Tressa, motion passed to appoint Susan Seck Public Works Director for 2022. Susan abstained from the vote.

On motion of Kirstie, second by Christine, motion passed to hire Atty. John Thompson to represent the Township for 2022 @ \$115/hr. (a \$5/hr. increase from last year).

On motion of Kirstie, second by Alan, motion passed to amend the agenda to reflect the changes in red.

On motion of Kirstie, second by Alan, motion passed to approve the hiring of John (Jack) Strozyk as a full-time police officer. Chairwoman Heffron then swore Officer Strozyk in.

On motion of Kirstie, second by Tressa, motion passed to approve, sign and execute the Police MOU. The approval, signature, and execution of the Chief and Road Foreman MOU's has been moved to the January BOS meeting pending updated compensation information.

On motion of Alan, second by Kirstie, motion passed to approve agenda items 1-10 (see below):

1) Approve the following paid holidays: January 1, President's Day, Good Friday, Memorial Day, 4th of July, Labor Day, Thanksgiving, Day after Thanksgiving, Veterans Day (Nov. 11th), Christmas Eve, Christmas Day & 1 floating holiday for full-time Non-Uniform employees, granted immediately according to date of hire. Bargaining Unit holidays as per respective contracts.

2) 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 45 unused days accumulation not to exceed 60 days). A doctor excuse is required after 3 consecutive days. May use up to 10/yr. as Family Sick Leave ONLY for an immediate family member requiring hospitalization or care afterwards. Bargaining Unit sick days as per respective contracts.

3) Approve paid 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

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a maximum of 25 days. No more than 4 weeks can be carried over. Bargaining Unit vacation as per respective contracts.

4) 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.

5) Approve to continue to provide dental and vision coverage for each full-time Non-Uniform employee including the family plan, if applicable, and provide individual and family hospitalization benefits under NYS Teamsters Health and Hospital Fund. Provide short term & long term disability, life insurance of \$75,000 and AD&D insurance for police officers through Nationwide. Provide short term disability (long term and AD&D insurance for police & Ruth) and provide life insurance of \$30,000.00 for full-time Non-Uniform employees. Bargaining Unit employee insurance as per respective contracts.

6) 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.

7) Approve and provide the Township Non-Uniform Pension Plan and contribute \$83,736.16 to it and provide a Police Pension Plan and contribute \$106,476.85 to it for 2022. Employees hired after 1-1-2018 will be enrolled in the 401(a) and 457 Plans for pension, with no change in the amount of contribution by the twp.

8) Approve that any supervisor in office during 2022 shall be authorized to perform any duties pertaining to Township affairs, whether administrative, road work, etc.

9) Give authority to Chairman of the Board to purchase supplies and small items of equipment without formal approval of the Board. Approve other four supervisors to act in the same capacity in the event of emergency when the Chairman is not available.

10) Approve 2022 clothing reimbursement amounts for the following non-bargaining unit personnel: Zoning Officer/\$350; Assistant Zoning Officer/\$350; and Road Foreman as per MOU.

On motion of Kirstie, second by Christine, motion passed to appoint Richard Bean to the Vacancy Board for the ensuing year.

On motion of Kirstie, second by Tressa, motion passed to appoint Code Inspections, Inc. as the building code enforcement entity for Athens Township for 2022.

Voice of the Residents - NONE

On motion of Kirstie, second by Susan, motion passed to adopt RESOLUTION 2022-01 designating C & N Bank and M & T bank as our depositories.

On motion of Christine, second by Susan, motion passed to adopt RESOLUTION 2022-02 appointing Alan Burgess and Kirstie Lake supervisors to BCSC Appeals Board.

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On motion of Tressa, second by Alan, motion passed to adopt RESOLUTION 2022-03 designating Ruth Casterline as the TCC voting delegate and Kirstie Lake as the alternate.

On motion of Kirstie, second by Susan, motion passed to adopt RESOLUTION 2022-04 setting the 2022 mileage rate at 58.5 cents per mile.

On motion of Tressa, second by Kirstie, motion passed to adopt RESOLUTION 2022-05 appointing authorized signatories for the bank accounts to remain the same from the previous year.

On motion of Tressa, second by Kirstie, motion passed to appoint Richard McCracken to the Board of Auditors for a term to expire Jan. 2028.

On motion of Kirstie, second by Alan, motion passed to reappoint Steve Sumner and Mike Murphy to the ATA for a term to expire on Dec. 31st, 2026.

On motion of Kirstie, second by Tressa, motion passed to approve items 1-4 (see below):

- 1) Approve TCC annual invoice for 2022
- 2) Approve PSATS 2022 annual invoice for 2022 - \$1668.00
- 3) Approve Ruth's bond payment in the amount of \$2,445.00
- 4) Approve COG dues in the amount of \$75 for 2022

On motion of Tressa, second by Susan, motion passed to approve attendance at PSATS Conference April 24 – April 27, 2021 for Ruth and Michelle.

On motion of Kirstie, second by Alan, motion passed to approve items 5-11 (see below):

- 5) Approve TOPP Business Solutions Digital Drawer contract renewal - \$345.00
- 6) Approve Bradford County Sanitation Committee's assessment invoice - \$6144.00
- 7) Approve the renewal of our domain name athenstownship.org for 5 years - \$190.00
- 8) Approve Edmund Reid's PSATS PAAZO Membership subscription - \$125.00
- 9) Approve the renewal of the Gannon Associates contract and pay the first of 9 installments - \$10,291.00
- 10) Approve Bradford County Humane society's invoice for 2022 for \$1555.20
- 11) Approve a budget of \$10, 951.50 for Ruth to purchase new accounting software and computer equipment to run it

On motion of Tressa, second by Alan, motion passed to designate Ruth Casterline as the voting delegate for PSATS Conference.

On motion of Tressa, second by Alan, motion passed to observe the Christmas Eve holiday on the 23rd and the Christmas Day holiday on the 26th. The observance of New Year's Day holiday will be finalized once clarification from PSATS as to when the Organizational meeting for 2023 can be obtained.

On motion of Kirstie, second by Susan, motion passed to ratify 4 hours of holiday pay for public works employees on Thursday, Dec. 23rd, 2021.

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On motion of Alan, second by Susan, motion passed to approve the Treasurer to pay bills during each month that become due or will be at a discount prior to the monthly BOS meeting

On motion of Kirstie, second by Christine, motion passed to approve ratifying the payment of bills and payroll for time period December 16, 2021 to December 31, 2021.

On motion of Kirstie, second by Christine, motion passed to approve an additional \$95 payment to Nate Wiles for his contract making his total payment \$1295.00.

It was agreed upon to move the discussion of the renewal of the American Drug & Alcohol Diagnostics contract to January's BOS meeting.

On motion of Kirstie, second by Tressa, motion passed to rescind the following motion from the November 17th and December 15th's minutes *"On motion of Kirstie, second by Tressa, motion passed to authorize Ruth to make the appropriate adjustments to correct John Fedorchak's leave days."* And make a new motion to approve John Fedorchak to use his allotted 2020 holiday paid time off and personal paid time off for John's vacation time taken in 2020 and allow him the ability to carry over a total of 20 unused vacation days to the 2021 year.

On motion of Alan, second by Kirstie, motion passed to grant a 3% increase for all non-union and MOU employees.

Chairwoman Heffron adjourned the Public Meeting at 5:43 pm and the Public Hearing and Ordinance Enactment began at 5:44 pm. Solicitor John Thompson explained to the BOS that the draft of the proposed Zoning Ordinance updates has an error regarding Commercial Solar Farms and the zones in which they would be permitted. The draft mistakenly places them as an "Accessory" use in the Agricultural and Woodland/Conservation Districts. The correct placement should have Commercial Solar Farms permitted by "Conditional Use" in the Agricultural and Woodland/Conservation Districts. John recommended passing the Ordinance contingent upon the aforementioned correction being made. The Public Hearing and Ordinance Enactment adjourned at 5:46 pm. Chairwoman Heffron reconvened the Public Meeting at 5:47 pm.

On motion of Kirstie, second by Christine motion passed to approve Zoning Ordinance updates contingent upon the aforementioned correction being made regarding Commercial Solar Farms being moved from "Accessory" to "Conditional Use" in the Agricultural and Woodland/Conservation Districts.

Chairwoman Heffron took the board into Executive session at 5:48 pm until 6:40 pm and reconvened the Public Meeting at 6:41 pm.

On motion of Tressa, second by Kirstie, motion passed to purchase a 2022 Western Star cab & chassis from Sherwood Trucks, a Costars vendor, for \$116,921 – if it becomes available.

On motion of Kirstie, second by Alan, it was unanimous to adjourn the meeting at 6:42 PM.

Respectfully submitted,

Michelle Rude, Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
Special Meeting 5 PM January 10th, 2022

Chairwoman Tressa Heffron called the meeting to order at 5:02 PM. Supervisors also present were Kirstie Lake, Susan Seck, Christine Vough and Alan Burgess. Solicitor John Thompson, Secretary Michelle Rude, Treasurer Ruth Casterline and Pension Board members: Jason Bailey, George Ballenstedt, and Stacey Sickler were also in attendance. Mike Chilson was unable to attend. Larry Alderson and Jen Schultz from Citizens and Northern bank were in attendance as well. Tressa led everyone in the Pledge of Allegiance.

Voice of the Residents: None

Larry Alderson addressed the members of the board and provided them with packets containing handouts pertaining to the Police and Non-Uniform Pension plans. He explained the figures for 2021 and further explained what a defined benefit plan entails and how it works. He then used the Police Pension Plan packet to explain the actuarial assumptions in the actuarial variation report as of Jan. 1, 2021. He explained how we have maintained at the assumption that the interest rate will maintain at 7.5% but recommended that we lower our assumed rate based on the upcoming projections for the next 5 years to avoid the potential of being “grossly underfunded”. He reviewed the actuarial study that was done with various interest rates and advised the board that this is something they should consider for the 2023 budget. He then addressed moving our fixed allocations from a 40% holding to a 30% holding (in BOTH plans) and reallocating the additional 10% to equity. The reason for this move is because the interest rates in fixed are low in the current market and projected to fall even lower in the foreseeable future. He advised waiting for a drop in the S&P 500 to make this move for maximum benefit to the township. He then answered any questions and allowed for discussion amongst the boards.

On motion of Kirstie, second by Tressa, motion passed to authorize the Pension Board to change the investment allocation for the Police and Non-Uniform Pension plans to a 70% equity/30% fixed split should the S&P 500 have a 15% decrease from the recent market highs.

On motion of Tressa, second by Kirstie, motion passed to add the following to the agenda:

- Approve AmTrust Municipal Liability/Worker’s Comp. invoice for \$60,596.00
- Approve invoice for Cindy Parrish’s notary reappointment for \$517.92
- Discuss including employee health insurance contribution for Non Union Bargaining Employees in the MOU

On motion of Kirstie, second by Alan, motion passed to approve the AmTrust Municipal Liability/Worker’s Comp. invoice for \$60,596.00.

On motion of Kirstie, second by Christine, motion passed to approve invoice for Cindy Parrish’s notary reappointment for \$517.92

Chairwoman Heffron took the board into executive session at 6:22 pm and reconvened the public meeting at 6:35 pm.

On motion of Tressa, second by Susan, motion passed to allow Edmund Reid and Cliff Cheeks to attend the 2022 PSATS conference in Hershey. Kirstie and Alan opposed.

On motion of Tressa, second by Kirstie, motion passed to allow Solicitor Thompson to draft a Certificate of No Objection for Don Adams vs Perkins Realty et al.

On motion of Tressa, second by Kirstie, motion passed to amend the motion of January 3rd, 2022, to reflect the correction of clerical errors in the draft Zoning Ordinance. The passage of the Zoning Ordinance is contingent upon the following conditions:

1. The correct placement of Commercial Solar Farms should be permitted with conditional use approval in the Agricultural, Woodland Conservation and Industrial Zoning Districts and thus should be removed as an “Accessory Use” in each of those Zoning Districts.
2. Within Section 704, titled “Signs in the C (Commercial), IC (Interchange Commercial). And I (Industrial) Districts”, that portion of Subsection 704(B) currently appearing in bold, should be identified as Subsection 704 (A), with the provisions previously identified as Subsections (A) through (H) to be labeled as Subsections (B) through (I) sequentially. Additionally, the provisions 704(D)(3), 704(D)(4), and 704(E)(1), as identified in the draft, have been eliminated. The introductory provision of 704(E), of the draft, should be identified ad Section 704(F)(1), with removal of the sentence:

“All such signs shall be subject to the following limitations.”

Finally, each clerical error identified herein shall be reflected in Table 1, titled “Sign Regulations”, with the removal of Section II(E)(a) and Section II(E)(e), and the sequential renumbering of the remaining subsections.

On motion of Tressa, second by Kirstie, motion passed to authorize Solicitor Thompson to prepare a Resolution to designate Michelle Rude as a representative for the Pension Board.

On motion of Tressa, second by Alan, motion passed to set Pernell Trollman’s wage for 2022 as \$21/hour to be reflected in his MOU.

On motion of Tressa, second by Kirstie, motion passed to allow outside organizations to utilize the township building.

There being no further business, on motion of Kirstie, second by Tressa, motion passed to adjourn the meeting at 6:36 PM.

Respectfully submitted,

Michelle A. Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
February 23, 2022 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:00 PM. Supervisors also present were Kirstie Lake, Christine Vough, Susan Seck and Alan Burgess. Solicitor John Thompson, Secretary Michelle Rude, Ruth Casterline, David Walter, Caleb Anderson, Marion Carling, Roger Cole and Eric Benjamin were also in attendance. Tressa led everyone in the Pledge of Allegiance.

Tressa called for the opening of the bids for fuel. Solicitor Thompson read as follows:

<u>Bidder</u>	<u>11,000 gal 87 Octane</u>	<u>14,000 gal LSD Diesel</u>
WOC Energy	\$2.9958 delivered	\$3.4030 delivered
Mirabito	\$3.0513 delivered	\$3.3903 delivered

On motion of Kirstie, second by Alan, it was unanimous to award the bid for 87 Octane to WOC Energy.

On motion of Kirstie, second by Alan, it was unanimous to award the bid for LSD Diesel to Mirabito.

Tressa called for the opening of the bids for materials. Solicitor Thompson read as follows:

<u>Bidder</u>	<u>DSA</u>	<u>3" Minus</u>	<u>R-8 Stackable</u>	<u>AASHTO</u>
Johnson Quarries				
Township	\$ 9.00	\$ 7.50		
Job-site	\$20.00	\$20.00	\$30.00	\$30.00
Marcus Cole Const., Inc.				
Township	\$ 6.75	\$ 6.49		
Job-site	\$13.50	\$13.24	\$28.50	\$20.24
Dalrymple Gravel & Const.				
Township	\$0.00	\$0.00	\$0.00	
Job-site	\$0.00	\$0.00	\$0.00	\$30.50

On motion of Alan, second by Susan, it was unanimous to award DSA, 3" Minus, R-8 Stackable and AASHTO bid to Marcus Cole Const., Inc.

Voice of the Residents: None

Richard Bean was present for the Township Parks Committee. He stated that Charter had agreed to a settlement and we should receive payment 30 days after the paperwork is submitted. The loan for the pond stands at \$70,880. The school district has still not been able to walk the Dunkley Hill property. Richard explained that because they were unable to make the time limit, they have refunded the \$5000 to Bradford County Tourism, however they do want them to reapply when they can afford the rest of the project. Cindy is waiting on aerial photos (should have late spring) to complete the updated park brochure. They have decided to wait for warmer weather to have the Junction Canal property surveyed. The replacement Park Truck has been purchased but still needs lettering and an inspection. The committee will be leaving the star up until April 17th. They now have a Facebook page thanks to Cindy. They have scheduled a Sunrise Run on Aug 6th at Round Top. Richard asked Michelle to check with Gannon and see if they would need additional insurance. He also asked John if they needed to advertise a meeting if they were just brainstorming ideas for the run and John told him no, as long as no business decisions were being made. Richard and Meade Murtland attended the Grant Workshop in Towanda on Friday the 18th and got a lot of good information. He mentioned to the board that there was a recording available on YouTube and he would be willing to email it to them if they were interested. The Committee is looking for a landscape architect to develop the 9 acres on Tozers Landing. Some ideas are pickle ball courts, trails, possibly playground equipment stations, exercise area, kayak storage rack, composting toilet and shuffle board. Park inspection will be at Tozer's Landing at 9:00 AM on April 2nd and Barry will start April 4th. Round Top Park will open May 7th. Their next meeting is scheduled for March 28th.

Marion Carling presented the Sayre Assisted Living Facility (Sayre Healthcare, LLC.) on Keefer Lane. Planning Commission recommends final plan approval contingent upon them providing NOT approval for NPDES permit when it is available. On motion of Kirstie, second by Alan, it was unanimous to grant final plan approval contingent upon them providing NOT approval for NPDES permit when it is available. The applicant's agent agreed that the screening of the dumpster with a gate would be provided as per the recommendation of the Planning Commission.

Fire Fighter Eric Benjamin explained to the board that he has included a more detailed financial report with the normal fire report and will continue to do so provided the board would like to see it. The board agreed. Eric stated that the department would like to know why they received \$10,000 less from the township this year than the previous year. Tressa explained that we had to make several department cuts to meet the Township's need and that is wasn't personal towards the Fire Department. Eric stated that he understood and that everyone is having a rough time financially. He then discussed an issue with equipment that the Fire Department was having due to cost of repairs but assured the board that wouldn't impact their ability to service the community. He asked if there would be any excess Act 13 funds available this year and Tressa explained that we wouldn't have those numbers until mid-year. He then went on to invite the board to their meetings on the 2nd Wednesday of the month at 7 pm. Kirstie asked how things were going with the department and Eric stated that they were busy and in need of volunteers, not just for the trucks but planning their fundraisers, etc. Their first Chicken BBQ of the season will be on March 19th.

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On motion of Kirstie, second by Alan, motion passed to ratify the decision to bid for fuel in February.

The board reviewed the proposed Zoning Fee Schedule rate changes and agreed to take it home and review more in depth and revisit in March's meeting. Marion inviting the members to attend the next Planning Commission meeting on March 7th at 7 pm to discuss.

Alan offered to come in and look at the blown heater in Michelle's office and see if we could fix it internally.

On motion of Alan, second by Tressa, motion passed to accept the settlement for the Charter Franchise Agreement contingent upon Solicitor Thompson's approval.

On motion of Alan, second by Kirstie, motion passed to pay the \$49 fee for the PSATS "Duties of a Zoning Hearing Board" webinar on 3/15/22 so that Bill Bresser may attend.

On motion of Alan, second by Kirstie, motion passed to pay the \$30 fee for the PSATS "State Police and Municipal Truck Fleets" webinar on 3/2/22 for Susan, John and anyone else interested to attend.

Susan updated the board on road projects.

On motion of Kirstie, second by Christine, motion passed to pay the monthly bills as submitted. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

On motion of Kirstie, second by Tressa, motion passed to approve the minutes of January 26 as written.

On motion of Kirstie, second by Alan, it was unanimous to accept the monthly reports as submitted.

Correspondence/Information was as listed in the meeting agenda.

Chairwoman Heffron took the Board into executive session at 7:06 PM for personnel and pending litigation. The regular meeting reconvened at 7:54 PM.

On motion of Tressa, second by Kirstie, motion passed to add contract with Kuharchik Construction to the agenda.

On motion of Kirstie, second by Christine, motion passed to renew the contract with Kuharchik Construction (traffic signals) for 2022 keeping the rates the same for preventative maintenance and increasing the technician, test equipment & tools rate from \$110/hr. to \$127/hr. as written.

On motion of Tressa, second by Kirstie, motion passed to add Ordinance 2022-01 to the agenda.

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On motion of Tressa, second by Kirstie, motion passed to pass Ordinance 2022-01 changing Township Recreation Board to Township Parks Committee and reducing the number of members from 7 to 5.

There being no further business, on motion of Alan, second by Kirstie, it was unanimous to adjourn the meeting at 7:57 PM.

Respectfully submitted,

Michelle A. Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
March 30, 2022 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:00 PM. Supervisors also present were Kirstie Lake, Christine Vough, Susan Seck and Alan Burgess. Solicitor John Thompson was also present. Secretary Michelle Rude was out sick. Tressa led everyone in the Pledge of Allegiance.

Auditor's report: Bill Morris, Shelly Regan and Richard McCracken attended. Bill gave an explanation of the report and stated that it had been submitted to and accepted by the state. He expressed his appreciation for the help he received from everyone, particularly Ruth. He also explained what it would take to have a CPA do the audit.

Voice of the Residents: Bryan Clymer of Mile Lane Rd. addressed the board concerning the man camp being converted into a drug rehab facility. He is worried about the effects it may have on the community. He feels that the township needs to notify the residents at an extended radius from the required notification boundary concerning this. John called Eddie and stated that there would need to be a land use or conditional use hearing before the supervisors or the ZHB prior to development.

Mike Klinger of Mile Lane Rd. had similar concerns. He addressed the board concerning the potential property value drop should this facility be developed. He would like to be notified of any hearing that comes before the board pertaining to this issue. He stated that he feels that this hurts the community more than it helps.

Richard Bean was present for the Township Parks Committee. He stated that Charter had agreed to a settlement and we should receive payment 30 days after the paperwork is submitted. The loan for the pond stands at \$70,880. The school district has still not been able to walk the Dunkley Hill property. Richard explained that they will resubmit the Bradford County Tourism grant when it is due. Cindy is waiting on aerial photos (should have late spring) to complete the updated park brochure. They have decided to wait for warmer weather to have the Junction Canal property surveyed. The new Park Truck has had the lettering done. They will be taking the star down on April 23rd tentatively. There is room to install a Pickleball court at East Athens Community for an estimated \$15,000-\$20,000. The date and time for the RTP fun run has been changed to Oct. 8th at either 8:30 or 9:30 am. They met with Colby Westervelt, the president of the Southern Tier Running Club and she gave them some ideas and guidance. They may team up with the club who meets on April 15th, 2022. They will be measuring the trail for the run this Saturday. They have scheduled a Sunrise Run on Aug 6th at Round Top.

The Committee is looking for a landscape architect to develop the 9 acres on Tozers Landing. Some ideas are pickle ball courts, trails, possibly playground equipment stations, exercise area, kayak storage rack, composting toilet and shuffle board. They will be asking for public input via Facebook. The cost is approximately \$8,000 to \$9,000. They will be applying for a grant with Endless Mountains Heritage for the overlook. Park inspection will be at Tozer's Landing at 9:00 AM on April 2nd and Barry will start April 4th. Round Top Park will open May 7th. Their next meeting is scheduled for April 25th.

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Eric Benjamin presented for the Fire Company. Their Chicken BBQ went well. They will be holding another one on April 30th. Their 2022 Fund Drive was mailed out on March 29th. They have no new members. Their next meeting is April 13th at 7pm. They have discontinued one tanker with no interruption of service. The area chiefs are meeting tonight to discuss potential consolidation of fire departments. They are looking for the best way to locate homes, possibly an ordinance requiring mailbox numbers.

Marion Carling spoke for the Planning Commission regarding the fee schedule. The fees haven't been updated since 2010. Alan will look into the numbers and discuss residential fees in April's meeting.

On motion by Tressa, second by Alan, motion passed to add the non-residential development fees to the agenda.

On motion by Tressa, second by Alan, motion passed to approve the fees proposed/recommended by Planning Commission for non-residential development. Any land use hearing will be as per the land use fees proposed by the Planning Commission.

On motion of Kirstie, second by Tressa, motion passed to ratify the decision to submit 2 applications, one for a new municipal truck and one for RTP Road repair, for the lottery grant with the Local Share Account Statewide.

On motion of Kristie, second by Christine, motion passed to approve the renewal of our Morning Times subscription for the next year.

ON motion of Tressa, second by Christine, motion passed to accept Steve Sumner's resignation from the Athens Township Authority Board

On motion of Kirstie, second by Alan, motion passed to pay the monthly bills as submitted. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

On motion of Kirstie, second by Alan, it was unanimous to accept the monthly reports as submitted.

Correspondence/Information was as listed in the meeting agenda.

Chairwoman Heffron took the Board into executive session at 5:53PM for personnel and pending litigation. The regular meeting reconvened at 7:33 PM.

On motion of Tressa, second by Alan, motion passed to add the hiring of Jack Pond to the agenda.

On motion of Alan, second by Kirstie, motion passed to hire Jack Pond to the DPW @ \$16.50/hour per the union contract.

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On motion of Alan, second by Tressa, motion passed to add the PWD attending the Watson Diesel luncheon to the agenda.

On motion of Kirstie, second by Christine, motion passed to send the DPW employees to the Watson Diesel luncheon on April 13th.

On motion of Tressa, second by Alan, motion passed to add the new truck body purchase from Stevenson Equipment to the agenda.

On motion of Tressa, second by Alan, motion passed to approve the purchase of a new truck body from Stevenson Equipment at the cost of \$117,348 to be allocated from the ARP funds. Susan is authorized to sign paperwork.

There being no further business, on motion of Tressa, second by Alan, it was unanimous to adjourn the meeting at 7:35 PM.

Respectfully submitted,

Kirstie Lake
Athens Township Vice Chairwoman

ATHENS TOWNSHIP SUPERVISORS
Special Meeting 5 PM April 12th, 2022

Chairwoman Tressa Heffron called the meeting to order at 5:07 PM. Supervisors also present were Kirstie Lake and Christine Vough. Solicitor John Thompson, Supervisor Susan Seck and Supervisor Alan Burgess were not in attendance. Secretary Michelle Rude was also in attendance. Tressa led everyone in the Pledge of Allegiance.

Voice of the Residents: None

Herman Perkins of Archive Social did a Zoom Meeting presentation for the supervisors citing the Right-To-Know risks of Social Media and his company's ability to help the township monitor these accounts. The supervisors thanked him for his time and information and will use the information to discuss with the other board members about how the township would like to proceed with this information.

On motion of Tressa, second by Kirstie, motion passed to add the following to the agenda:

- Amend the projected costs for Resolution 2022-08 per the grant committee's request to have an updated quote within the last twelve months.
- Approve Michelle to attend the Municipal Leaders Grant & Resource Workshop on Wednesday, April 20th at 6 pm in Williamsport.
- Approve Michelle to attend Tioga Co. ICS 100-200-700 training class on April 30th and May 1st with hotel stay.

On motion of Tressa, second by Kirstie, motion passed to amend the projected costs for Resolution 2022-08 per the grant committee's request to have an updated quote within the last twelve months.

On motion of Tressa, second by Christine, motion passed to allow Michelle Rude to attend the Municipal Leaders Grant and Resource Workshop, hosted by Senator Yaw, on Wednesday, April 20th at 6 pm in Williamsport.

On motion of Kirstie, second by Tressa, motion passed to approve Michelle to attend Tioga Co. ICS 100-200-700 training class on April 30th and May 1st in Wellsboro with hotel stay.

No executive session was needed.

There being no further business, on motion of Kirstie, second by Christine, motion passed to adjourn the meeting at 5:51 PM.

Respectfully submitted,

Michelle A. Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
April 27, 2022 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:00 PM. Supervisors also present were Susan Seck and Alan Burgess. Secretary Michelle Rude was also present. Tressa led everyone in the Pledge of Allegiance. Solicitor John Thompson and Supervisor Christine Vough arrived right after the pledge.

Voice of the Residents:

- Bryan Clymer of 5859 Mile Lane Rd. addressed the board concerning the man camp being converted into a drug rehab facility or a drug safe house. Tressa stated we had not heard anything about a safe house and that the plans have not been brought to the board as of yet, but thanked him for expressing his concerns.
- Nick Jungers of 1003 Orcutt Creek Rd addressed road conditions near his home. Susan stated that the road is part of a FEMA project. She stated that they plan on correcting the section of road that is “sunk in” within the next couple of months.
- Dave Warner of 65 Roosevelt Street addressed the poorly done tar and chip work on his road last year. He wanted to know what was done wrong. Susan explained that one of the 2 contractors that did the work made an error and they were currently working to identify which one was responsible. The responsible party will be correcting the work. His concern was making sure the issue was properly identified prior to repairs to ensure the work is done correctly the second time. He also expressed concerns regarding the removal of their salt/snow markers and Pernell stated that they were in the right-of-way and should be moved back to avoid plow damage. Dave asked if they would be berming the roads and why. Pernell stated that it needed to be done to avoid water building on the roads. Several residents on Roosevelt Street stated that they didn’t have a water issue on their road. Pernell told them he could come out and show them and they requested that he did and asked for a time and date. Susan stated that they would not berm Roosevelt Street and they would just repair the small area on the cul-de-sac to prevent water issues.
- Ruth Cheresnowsky of 448 Brookside Drive in Hickory Heights wanted to know about liquid fuel funds and infrastructure grants and why they weren’t being used to repair the roads in Hickory Heights. Susan explained that we have applied for grants but that we have been denied. Michelle clarified that some of the new infrastructure grants have not yet been approved for use but that we are looking into them.
- John Cheresnowsky (of the same address) expressed his frustration for the road conditions of the developments within the township. He wanted to know a timeline of when these issues would be addressed and taken care of.
- Ralph Blowers of 2607 Front Street expressed to the group that the roads need to be taken down and completely rebuilt but there isn’t funding available for that. Lyle Rockwell of 166 Roosevelt Street stated that he swept up 15 – 5 gallon buckets of stone from his property as a result of the work that was done on his road last year. He also stated that the intersection of S. Waverly (Pitney St.) and Pennsylvania Ave. needs to be addressed.
- Deb Buck of 213 Roosevelt Street wanted to know if our road crew was present when the original work was done and who from our staff would be there when the repairs are being made. She stated that materials had been spilled onto the newly paved Pennsylvania Ave. and manholes had

been paved over and dug out after the fact by our road crew. She said the road looked worse after the repairs than it did before them and wanted to know who would be responsible for quality control. Tressa stated that Pernell was the Road Forman and would be responsible for quality control. Susan told the residents that they did what they thought was best and unfortunately it didn't work out as planned. She apologized. Alan told the residents that he understands their concerns and as a resident himself he also has to deal with the road conditions. He invited anyone that had ideas on how to stretch the budget to give their input. The residents finished airing their concerns and Tressa stated that the board appreciated their input and has heard them. They would address the issues and work on a plan to help moving forward.

- Daniel Stark of 230 Clinton Street and his wife Dorothy Asked why the meetings were moved from 7 pm to 5 pm. Tressa stated that at the time the board members had young children and the later meetings were getting them home between 10:30 – 11 pm. They made the move to get home to their families earlier.
- Michelle Browning of Oak Hill Drive asked if the meetings could be moved to 5:30 and Tressa told her it would be taken into consideration.

George Ballenstedt was present for the ATVFC. He stated that they are doing their fund drive now and that the Sayre Business Association would be hosting Touch-a-Truck this weekend where residents could bring their kids to talk to firefighters and see/touch/go into the trucks. He expressed that they are short-handed and would love to have more volunteers and explained that at the end of the month a new government rule on online gambling will hinder the fire department from being able to host their online raffles.

Richard Bean was present for the Township Parks Committee. He stated the loan for the pond stands at \$71,121. They received \$69,000 from the Spectrum Franchise Fee and would be paying \$35,000 towards the balance of the loan. The school district has still not been able to walk the Dunkley Hill property. Cindy is waiting on aerial photos (should have late spring) to complete the updated park brochure. They have reached out to Todd Babcock to have the Junction Canal property surveyed. The new Park Truck has had the lettering done. They took down the star on April 23rd with the help of the ATVFC. They are waiting to hear back from the Southern Tier Running Club about partnering with them for the trail run. The Committee is looking for a landscape architect to develop the 9 acres on Tozers Landing. They need an estimate for a master plan. The park inspection on April 2nd went well. Barry has started back full-time. Round Top Park will open May 7th. Richard stated that RTP road will need something put on it to hold the dust down. Susan stated that the road crew could put dust oil down. Their next meeting is scheduled for May 23rd.

Marion Carling was present for the Planning Commission. She introduced the IR Credit Union representative, Jeff Nieson, of Civil Environmental Consultants. He told the board they were planning on building a 7,000 to 9,000 sq. ft. building with several drive through lanes and 56 parking spaces. They are proposing 1 access point on McDuffee Street and 1 access point on Elmira Street (this will be right turn only). Marion stated that none of the deficiencies have been met at this time.

On motion of Alan, second by Tressa, motion passed to grant final plan approval to the IR Federal Credit Union pending the correction of the following six deficiencies:

- a. Need surveyor and owner signatures
- a. Need acknowledgement statement signed by surveyor
- b. Need all will-serve letters
- c. Need NPDES permit
- d. Need HOPs
- e. Need lighting plan

On motion of Tressa, second by Alan, motion passed to have Eddie and Cindy compile a list of the last year's expenses on permits for the board to review prior to making a decision on whether or not to increase the residential fee schedule.

On motion of Alan, second by Tressa, motion passed to ratify the decision to do a declaration of emergency for the winter storm power outages on April 19th.

On motion of Tressa, second by Alan, motion passed to approve the meeting minutes for February 23rd and March 30th, 2022.

The board decided to get more information about who would receive the proceeds from the food trucks before making a decision on the fee waiver request for the ATVFC Craft and Vendor Show.

On motion of Christine, second by Susan, motion passed to pay the monthly bills as submitted. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

On motion of Alan, second by Tressa, it was unanimous to accept the monthly reports as submitted.

Correspondence/Information was as listed in the meeting agenda.

Chairwoman Heffron took the Board into executive session at 7:00PM for personnel and pending litigation. The regular meeting reconvened at 8:29 PM.

On motion of Tressa, second by Christine, motion passed to add having Cindy do a post on social media making residents aware of the increased burning risks due to weather on April 28th and 29th, 2022.

On motion of Alan, second by Christine, motion passed to have Cindy do a post on social media making residents aware of the increased burning risks due to weather on April 28th and 29th, 2022.

On motion of Tressa, second by Alan, motion passed to add RESOLUTION 2022-07 to the agenda.

On motion of Tressa, second by Alan, motion passed to pass RESOLUTION 2022-07 for project R21000305 – bridge reimbursement.

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April 27, 2022

On motion of Tressa, second by Alan, motion passed to add the following items to the agenda and vote on them:

On motion of Tressa, second by Alan, motion passed the advertise for bids for the paving of certain portions of Pennsylvania Ave. and Lilley Ave.

On motion of Alan, second by Christine, motion passed to allocate ARP Funds to provision of government services. John will create a Resolution for this.

On motion of Christine, second by Tressa, motion passed to hire Tessa Spears per diem as the EMC at the rate of \$25/hour, not to exceed 5 hours per month unless otherwise specified by the board of supervisors.

On motion of Alan, second by Tressa, motion passed to pay Barry Brosnan a loyalty bonus if \$350.

There being no further business, on motion of Alan second by Tressa, it was unanimous to adjourn the meeting at 8:33 PM.

Respectfully submitted,

Michelle Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
May 25th, 2022 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:00 PM. Supervisors also present were Kirstie Lake, Christine Vough, Susan Seck and Alan Burgess. Solicitor John Thompson (left early @ 5:53 pm) and secretary Michelle Rude were also present. Tressa led everyone in the Pledge of Allegiance then called for the opening of the bids for the Pennsylvania Ave./Lilley Ave. paving project. Two sealed bids were submitted. Solicitor John Thompson opened both bid packets, reviewed documentation, and found everything to be in order. The bids were as follows:

Bishop Brother's Construction Inc.:	\$483,879.85
Glenn O. Hawbaker, Inc.:	\$378,239.70

After discussion amongst the supervisors as to where the funds would be allocated from, Christine motioned to accept the bid from Glenn O. Hawbaker, Inc. for \$378,239.70. and Alan second it. Motion passed to accept the bid and pay for it using ACT 13 and ARP Funds.

Voice of the Residents:

Deb Buck of 213 Roosevelt Street asked the board if there was a start date for the repairs being done to her road. Susan told her that we would be discussing a proposal from Vestal Asphalt and, once a decision was made, hoped to start as soon as possible. Deb then asked if Roosevelt Rd. would be birmed and how much it would cost. Tressa told her it would depend on which crew members worked on it but it would be their salary for the time it took and the cost of fuel. Deb asked why it needed to be done if the residents didn't want it and Pernell told her that is was to keep water away from the roadway and for uniformity but it should only impact a few inches of sod in some areas.

Bud Rosh of 4608 Mile Lane Road presented a handout to the board members expressing his concern with sewage and diesel fuel draining onto his property and into his irrigation system impacting his ability to farm his land. He showed the board the sewage on his muck boots as well as a jar full of the water. He suspects that the drainage is coming from the apartment buildings. He has been trying to get it resolved for the past three weeks and included a list of every person he contacted. He stated that he was told a week and a half ago it was taken care of, however the water sample he presented was taken today and was clearly not clean. After much discussion, John Thompson was asked write a letter on behalf of the township to resolve this issue. John stated that he would do that as well as reach out to Mr. Rosh's contacts for more information. Mr. Rosh stated that he wouldn't be farming the land until this was resolved as his farm is organic and this impacts the quality of his crops. Tressa told him she was sorry he was dealing with this and thanked him for bringing it to the attention of the board.

Richard Bean was present for the Township Parks Committee. He stated the loan for the pond stands at \$35,000 and by this time next year should it should be paid in full. The school district has still not been able to walk the Dunkley Hill property. Cindy is waiting on aerial photos (should have late spring) to complete the updated park brochure. There are some concerns with the Junction Canal property that they want addressed prior to having it surveyed. Richard asked John to draft a letter to the owner stating what needs to be done before they are comfortable having it surveyed. They will meet on June 2nd to

discuss the trail run. The committee is asking Trowbridge Wolf from Ithaca to send them a quote to do a master plan for the development of the 9 acres on Tozers Landing. They are hoping to do improvements in sections over the next few years. Richard asked when the road crew would be oiling the roads inside the park and Pernell stated that the oil wouldn't stay but that he would put salt down to keep the dust down. Richard requested a grant from the County Commissioners for \$22,000 from the Act 13 Community Development and Recreation Fund to do the overlook. They are working on scrapping the old park truck. John stated that if the amount received is under \$1000, they are free to scrap it without advertising. They replaced the flags at the Veteran's Memorial (the VFW donated the 12 small flags). Their next meeting will be on June 27th.

Dave Steinfelt from the ATVFC asked if there were any questions for him. Tressa asked how the Chicken BBQ fundraisers were going and he stated that they had to cancel this month's due to the increased cost but that they were looking at options and may need to increase their rates in future sales. With no further questions, he left.

Chairwoman Heffron took the Board into executive session at 5:56 PM for personnel and pending litigation. The regular meeting reconvened at 6:13 PM.

On motion of Tressa, second by Alan, motion passed to add the following items to the agenda:

- 1) Athens graduation road closure request
- 2) 27th Annual Tioga/Bradford Equipment Show
- 3) Bond renewal for Michelle
- 4) Eddie's continuing education for ASFPM
- 5) Resolution 2022-08 allocating ARPA

On motion of Tressa, second by Alan, motion passed to allow Athens Area School District to close Pennsylvania Ave. from W. Pine Street to W. Frederick Street on June 10th, 2022 from 5:30 pm until the completion of the commencement ceremonies. In the event of inclement weather, they will move graduation to June 11th at 1 pm.

On motion of Alan, second by Christine, motion passed to allow the road crew to attend 27th Annual Tioga/Bradford Equipment Show on June 30th from 9 am to 1 pm, provided they are not too busy.

On motion of Alan, second by Kirstie, motion passed to pay \$2445.00 to renew the bond for Michelle Rude.

On motion of Kirstie, second by Alan, motion passed to pay \$80 for Association of State Floodplain Managers, Inc. continuing education credits for Edmund Reid.

On motion of Kirstie, second by Alan, motion passed to approve RESOLUTION 2022-08 allocating ARPA funding to the provision of government services.

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Athens Township Supervisors
May 25, 2022

On motion of Alan, second by Tressa, motion passed to add the Vestal Asphalt Proposal to the agenda.

On motion of Alan, second by Susan, motion passed to accept the proposal from Vestal Asphalt to split the cost to do a slurry finish to repair the work on the following roads: Herrick Ave., Clinton St., Vista Dr., Roosevelt St., Washington St., and Joy St. (partial). The township responsibility is \$45,093.09 to be paid from Liquid Fuels funds.

On motion of Tressa, second by Kirstie, motion passed to approve the meeting minutes for April 12, 2022. Susan and Alan abstained.

On motion of Tressa, second by Alan, motion passed to approve the meeting minutes for April 27, 2022.

On motion of Kirstie, second by Alan, motion passed to approve the proposed renaming options for Harlan Rowe and Lynch Bustin's bus loop road.

On motion of Kirstie, second by Alan, motion passed to pay the monthly bills as submitted. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

On motion of Alan, second by Christine, it was unanimous to accept the monthly reports as submitted.

On motion of Alan, second by Kirstie, motion passed to add the purchase of a laser transit for the public works department to the agenda.

On motion of Kirstie, second by Alan, motion passed to purchase a laser transit for \$1153 for the highway department from United Equipment Rentals using highway equipment funds.

Correspondence/Information was as listed in the meeting agenda.

There being no further business, on motion of Susan second by Kirstie, it was unanimous to adjourn the meeting at 6:50 PM.

Respectfully submitted,

Michelle Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
Special Meeting 5 PM June 22, 2022

Chairwoman Tressa Heffron called the meeting to order at 5:06 PM. Supervisors also present were Kirstie Lake, and Susan Seck. Supervisor Alan Burgess attended via phone call. Solicitor John Thompson, Secretary Michelle Rude, Chief Roger Clink and Officer Daniel Thomas were also in attendance. Tressa led everyone in the Pledge of Allegiance. Supervisor Christine Vough arrived at 5:39 pm.

Tressa took the board into executive session at 5:07 pm. The regular meeting resumed at 7:09 pm.

On motion of Tressa, second by Christine, motion passed to add hiring Ralph Blowers as a per diem worker to the agenda

On motion of Tressa, second by Christine, motion passed to hire Ralph Blowers, at the rate of \$20/hour, to do seasonal work for the township as a per diem employee.

On motion of Tressa, second by Kirstie, motion passed to ratify the disposal of the old Parks Truck to Suttys for the sum of \$600.

On motion of Kirstie, second by Tressa, motion passed to renew the lease for the Enterprise Center in the amount of \$5,000.

There being no further business, on motion of Tressa, second by Kirstie, motion passed to adjourn the meeting at 7:25 PM.

Respectfully submitted,

Michelle A. Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
Special Meeting 12 PM June 24, 2022

Chairwoman Tressa Heffron called the meeting to order at 12:01 PM. Supervisors also present were Kirstie Lake, Christine Vough, and Susan Seck. Solicitor John Thompson was in attendance. Secretary Michelle Rude was in attendance as well until 2:37 pm. Tressa led everyone in the Pledge of Allegiance. Belinda Combs, Mark Stark, Pernell Trollman, Roger Clink, Daniel Thomas, and John Fedorchak attended executive session at varying times throughout the meeting.

Voice of the Residents: Donald Johnson of 1702 Macaffee Rd. expressed an issue with a section of his road that the township filled with stone. He would like to have it leveled and covered with soil. He also wanted to address the potholes and overgrowth of grass on his road. The board thanked him for his concerns and stated that they would do what they can to address his concerns.

Tressa took the board into executive session at 12:06 pm. The regular meeting resumed at 1:19 pm.

On motion of Kirstie, second by Tressa, motion passed to add the resignation of Pernell Trollman from the Road Foreman position to the agenda.

On motion of Tressa, second by Kirstie, motion passed accept the resignation of Pernell Trollman as Road Foreman effective Friday, June 24th, 2022.

Tressa took the board back into executive session at 1:26 pm. The regular meeting resumed at 3:44 pm.

There being no further business, on motion of Kirstie, second by Christine, motion passed to adjourn the meeting at 3:45 pm.

Respectfully submitted,

Michelle A. Rude
Athens Township Administrative Secretary

Tressa Heffron
Athens Township Chairwoman

ATHENS TOWNSHIP SUPERVISORS
June 29th, 2022 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:00 PM. Supervisors also present were Kirstie Lake, Christine Vough, and Susan Seck. Solicitor John Thompson and secretary Michelle Rude were also present. Tressa led everyone in the Pledge of Allegiance then called for Voice of the Residents.

Voice of the Residents:

Robin Smith of 252 Winding River Drive addressed her concerns with the overgrowth on her road and asked the board to provide her with a timeline as to when it would be mowed. Tressa explained to the group that the Public Works department is short staffed at the moment but that we have hired a seasonal worker that should start next week and would be addressing the mowing for the township. Kirstie responded that her road is at the top of the list. Robin then asked the board for an update on when the pipe on her road would be unplugged. Susan stated that she would send C.T. over to clear it out.

Canan Cem-Regal of 819 Jacklin Rd. addressed the board concerning the dangerous condition of her road and that it continues to get “worse, and worse, and worse”. She told the board that there was a utility pole fire in March and the Fire Department was unable to get to it due to the road conditions. This is a safety concern for her and her neighbors. The actual condition of the road is a safety concern as well. She stated it was scary for her to drive the road, particularly between the 600-800 address numbers. She asked about the letter the residents of that road received from the township regarding repairs and asked what the best way to address questions they have is. Tressa stated that they could attend the meetings and Sue suggested that they reach out to the Bradford County Conservation Department for specific concerns with the road and its needed repairs.

Erin Wayman addressed the board concerning the Sayre Redskin Club’s e-waste recycling drive. Due to regulation changes, they are looking for donations to help fund the drive for the community. They have reached out to other municipalities and are wanting to open up their event to serve the communities of these municipalities. The cost will be \$12,000 flat rate and a variable rate of \$0.30/lb of recycling. They have \$4875 in pledges to date and donations can be made by contacting redskinsclub@gmail.com. They would like to host their event in Late Aug./early Sept. of this year. Tressa explained that our budget for the year has already been allocated but that if they wanted to hold it in the spring of next year they would see if there was anything the township could contribute when planning their next budget.

Richard Bean was present for the Township Parks Committee. He stated the school district has not been able to walk the Dunkley Hill property so they will stop asking. The offer stands if the district reaches out. The plan on applying for the Bradford Co. Tourism grant when it is due to add handicap parking and handicap access to the overlook. Meade Murtland is working on a logo for the Parks Commission. Richard asked John to draft a letter to Mrs. Blanchard stating what needs to be done before they are comfortable having the canal property surveyed. Michelle gave Richard the engineer quote to do the specs needed to advertise for bids on the overlook project. They have been meeting to organize the

Round Top Trail run. Richard asked John if he wanted to review their waiver and John said yes. He has not received a call back from Towbridge Wolf in regards to designing the Tozer's landing project so they have reached out to Borton Lawson. They received \$22,000 from the County Act 13 Community Development and Recreation Fund and will be applying for the Robert J. Sullivan Fund Grant to install a Pickle Ball court. Their next meeting will be on July 25th.

Marion Carling presented the board with maps for the two proposed subdivisions. She stated that the deficiency for Camp Little Seed had been met.

On motion of Kirstie, second by Tressa, motion passed to grant final plan approval, contingent upon a maintenance agreement holding the purchaser of lot 6 responsible for the maintenance of the easement, for the Camp Little Seed 3-lot subdivision located on Murray Creek Rd.

On motion of Christine, second by Kirstie, motion passed to grant final approval, for the Hunsinger, John/Theresa 2-lot subdivision located on Chamberlain Rd.

On motion of Kirstie, second by Tressa, motion passed to return the transit/level that was purchased from Bradco Supply and rescind the previous motion to purchase one.

On motion of Kirstie, second by Susan, motion passed to accept Glenn O. Hawbaker's change order item numbers 70 & 80 for the Pennsylvania Ave./Lilley Ave. project.

On motion of Kirstie, second by Christine, motion passed to advertise for a Director of Public Works and a Heavy Equipment Operator position in various newspapers beginning this weekend.

On motion of Kirstie, second by Tressa, motion passed to accept the resignation of Ginger Kinner as Tax Collector and advertise for her replacement.

On motion of Kirstie, second by Tressa, motion passed to reappoint Michelle Browning to the Parks Commission.

The board set the date of August 1st at 5 pm for the map amendment hearing for GenON Holdings, LLC. John Thompson will advertise and secure the stenographer.

On motion of Kirstie, second by Tressa, motion passed to add the following to the agenda:

- 1) Discuss/Approve Bradford County Commissioner's Sheshequin Half Path Marathon
- 2) Discuss/Approve Mary K. Reilly as a Fire Police Officer

On motion of Kirstie, second by Tressa, motion passed to approve Michelle signing the requested documents for the Bradford County Commissioner's Sheshequin Half Path Marathon.

On motion of Kirstie, second by Tressa, motion passed to approve Mary K. Reilly as a Fire Police Officer.

On motion of Kirstie, second by Susan, motion passed to pay the monthly bills as submitted. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

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June 29, 2022

On motion of Christine, second by Kirstie, motion passed to approve the minutes for May 25, 2022, June 22, 2022, and June 24, 2022.

On motion of Kirstie, second by Tressa, motion passed to accept the monthly reports, excluding Roads as there wasn't a report submitted.

Correspondence/Information was as listed in the meeting agenda.

George Ballenstedt briefed the board on the recent training and fundraisers for the ATVFC. They have raised around \$24,000 YTD. He explained that Williams Ford and Mavis will be installing Knox boxes and that CNN is hosting a bake sale and donating their proceeds to them.

Chairwoman Heffron took the Board into executive session at 6:50 PM for personnel and pending litigation. The regular meeting reconvened at 8:01 PM.

On motion of Kirstie, second by Tressa, motion passed to add the following items to the agenda:

- 1) Approve Solicitor Thompson to respond in writing to the DEP notice regarding Macham Lake
- 2) Approve Solicitor Thompson to draft a letter to Roberta Blanchard on behalf of the Parks Commission

On motion of Tressa, second by Kirstie, motion passed to authorize Solicitor John Thompson to respond to the notice received by the township from DEP regarding Lot 29 at Macham Lake.

On motion of Tressa, second by Kirstie, motion passed to authorize Solicitor John Thompson to draft a letter Roberta Blanchard on behalf of the Parks Commission.

There being no further business, on motion of Kirstie, second by Christine, motion passed to adjourn the meeting at 8:06 PM.

Respectfully submitted,

Michelle Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
July 27th, 2022 5 PM Regular Meeting

Vice Chairwoman Kirstie Lake called the meeting to order at 5:04 PM. Supervisors also present were Alan Burgess and Susan Seck. Solicitor John Thompson and secretary Michelle Rude were also present. Kirstie led everyone in the Pledge of Allegiance then called for Voice of the Residents. Christine Vough arrived at 5:05 pm.

Voice of the Residents: NONE

Richard Bean was present for the Township Parks Committee. Meade Murtland is working on a logo for the Parks Commission. John asked Richard to provide him with the issues he wanted addressed so he could draft a letter to Mrs. Blanchard stating what needs to be done before they are comfortable having the canal property surveyed. They have been meeting to organize the Round Top Trail run. They have a shirt design and want to use a program called run sign up to register runners. The app requires a social security number. Richard suggested the treasurer and Michele stated that she didn't think Ruth or herself would be comfortable attaching their social to the app/run. Michelle asked Richard if he was comfortable using his social and he said no. Parks Committee member Michelle Browning said she would use hers and she and Michelle agreed to touch base and discuss. They received a design quote for the Tozer's landing project at the cost of \$10,000. They have applied to Chesapeake for a \$10,000 grant to cover the costs. Eagle Scout Andrew Defrost reached out to do a project at the park. Of the items Richard listed he chose to install a kayak rack at Tozers Landing. Their next meeting will be on August 29th.

There was no representation from ATVFD

Marion Carling was present for the Township Planning Commission and presented the board with maps for the proposed subdivision. Bruce Benish was present to explain the plan and answer questions. On motion of Alan, second by Christine, motion passed to grant final plan approval for Donna Hunt – 2-lot subdivision on Eaglewood Drive contingent upon a date being set for a special meeting to approve their waiver request.

After discussion, solicitor Thompson expressed that he felt an ordinance, not a resolution would be more appropriate for AASD's private drive renaming and will prepare one for the next meeting.

On motion of Kirstie, second by Alan, motion passed to approve the annual maintenance invoice for General Code in the amount of \$1,195.00.

On motion of Kirstie, second by Susan, motion passed to approve the requested time extension for Borton Lawson regarding the Thomas Ave. Bridge project through March 31, 2023.

On motion of Alan, second by Kirstie, motion passed to pay the monthly bills as submitted. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

On motion of Susan, second by Alan, motion passed to accept the monthly reports, excluding Roads as there wasn't a report submitted.

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Vice Chairwoman Lake took the Board into executive session at 5:52 PM for personnel and pending litigation. The regular meeting reconvened at 6:58 PM.

On motion of Kirstie, second by Christine, motion passed to add this item to the agenda and appoint Danielle Kinner as interim tax collector until the next municipal election where she would be required to run for the position.

There being no further business, on motion of Alan, second by Kirstie, motion passed to adjourn the meeting at 7:09 PM.

Respectfully submitted,

Michelle Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
August 1st, 2022 5 PM Special Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:15 PM. Supervisors also present were Kirstie Lake, Christine Vough, and Susan Seck. Solicitor John Thompson, Secretary Michelle Rude, Zoning Officer Edmund Reid, and Court Reporter Elizabeth Brucie were also present. Tressa led everyone in the Pledge of Allegiance then turned the meeting over to John to hold the Zoning Map Amendment Hearing. The hearing began at 5:20 pm and ended at 5:45 pm. The supervisors will decide in the August regular meeting whether or not to advertise the ordinance.

Chairwoman Heffron took the Board into executive session at 5:46 PM for personnel and pending litigation. The special meeting reconvened at 6:44 PM.

On motion of Kirstie, second by Tressa, motion passed to add discussing/approving PSATS Regional Forum attendance and PAFPM attendance.

On motion of Tressa, second by Kirstie, motion passed to allow Eddie to attend the 2022 PAFPM Annual Conference on September 20th & 21st and Michelle, Ruth, and Eddie to attend PSATS Northeast Regional Forum on September 22nd.

On motion of Kirstie, second by Tressa, motion passed to add ratifying the decision for Michelle to sign the reinstatement of the Pension/Retirement documents from C&N Bank.

On motion of Tressa, second by Kirstie, motion passed to ratify the decision for Michelle to sign the reinstatement of the Pension/Retirement documents from C&N Bank.

There being no further business, on motion of Kirstie, second by Susan, motion passed to adjourn the meeting at 6:55 PM.

Respectfully submitted,

Michelle Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
August 15th, 2022 5 PM Special Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:06 PM. Supervisors also present were Kirstie Lake, Christine Vough, and Susan Seck. Solicitor John Thompson, Secretary Michelle Rude, and Treasurer Ruth Casterline were also present. Tressa led everyone in the Pledge of Allegiance. Solicitor John Thompson presented the board with Ordinance 2022-02 regarding Wildcat Way.

On motion of Tressa, second by Kirstie, motion passed to approve Ordinance 2022-02.

On motion of Kirstie, second by Tressa, motion passed to grant a waiver allowing Donna Hunt to keep the access easement at 33' rather than 50' on her 2-lot subdivision on Eaglewood Drive.

The decision was made to get more information concerning the park run and readdress in the August 31st meeting.

On motion of Tressa, second by Kirstie, motion passed to add Schoonover's AC/Heating quotes for the police department to the agenda.

On motion of Kirstie, second by Tressa, motion passed to accept Schoonover's quote for option one in the amount of \$5,975 to install a first floor, single zone system.

On motion of Kirstie, second by Tressa, motion passed to add invoice #2002 from Chris Suttons Garage to the agenda.

On motion of Tressa, second by Kirstie, motion passed to delay payment of the invoice until additional information is received, including a copy of the permit and authorization for the purchase.

On motion of Tressa, second by Kirstie, motion passed to add changing the mask signage in the office to the agenda.

On motion of Tressa, second by Kirstie, motion passed to change the signage in the office from stating that unvaccinated people needed a mask to "Masks Optional. While masks are not required here, please respect those who choose to wear one". This will be posted on the partitions and masks will be provided for those that request one.

Chairwoman Heffron took the Board into executive session at 5:47 PM for personnel and pending litigation. The special meeting reconvened at 7:04 PM.

On motion of Tressa, second by Kirstie, motion passed to add the following to the agenda:

- 1) Authorizing the solicitor to execute settlement agreements for Bradford Hospitality, Walmart, and Lowes
- 2) Accepting Susan Seck's resignation from the board
- 3) Advertising for Letters of Intent to fill the board vacancy

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- 4) Offering the position of H.E.O. to David Chandler at the rate of \$16.50/hr. plus benefits
- 5) Reinstating Susan's role as Director of Roads at her previous pay effective April 20th until current projects have been completed.

On motion of Tressa, second by Kirstie, motion passed to authorize Solicitor Thompson to execute the stipulate settlement agreements relative to Bradford Hospitality, Walmart, and Lowes.

On motion of Kirstie, second by Tressa, motion passed to accept Susan Seck's resignation from the Board of Supervisors.

On motion of Kirstie, second by Tressa, motion passed to advertise for Letters of Intent for the vacant position on the Board of Supervisors.

On motion of Kirstie, second by Tressa, motion passed to offer the position of Heavy Equipment Operator to David Chandler at the rate of \$16.50/hour plus benefits.

On motion of Tressa, second by Kirstie, motion passed to reinstate Susan Seck into her previous role as Director of Roads, at her previous rate of pay, effective April 20th until such a time as all current projects are completed.

There being no further business, on motion of Kirstie, second by Susan, motion passed to adjourn the meeting at 7:10 PM.

Respectfully submitted,

Michelle Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
August 31st, 2022 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:00 PM. Supervisors present were Kirstie Lake, Christine Vough, and Alan Burgess. Solicitor John Thompson and secretary Michelle Rude were also in attendance. Tressa led everyone in the Pledge of Allegiance then called for Voice of the Residents.

Voice of the Residents: Ron Reagan of 1175 Sunnyfield Dr. asked the Supervisors to do the necessary repairs to his road. He expressed that he had farm equipment delivered and that the delivery drivers commented on how awful his road was. He stated that from his farm to Farr Rd. the road washes out every time it rains and is continuously getting worse. He also expressed that he is very upset at the state of Round Top Road. He stated that Round Top Park is the “pride & joy” of the township and he doesn’t understand why the supervisors have allowed it to go back down to a dirt road. Tressa explained the reasoning behind taking the road down to dirt and explained that we have been running a 3-man road crew all summer and that is why the road repairs are behind. Ron then discussed the sluice pipes that were put on Reagan Rd and how they are sunken in and need to be filled/have a permanent cover. Susan stated that they needed the road to settle but, now that it has and we have hired more road crew, they guys are finishing up Sunnyfield Dr. and will move onto Reagan. Ron asked Susan if they would be doing Reagan Rd. to Farr Rd. and she told him that the crew would be and that they would be using millings for now.

Jean Stromick of 1605 Sunnyfield Dr. also came to discuss Reagan Rd. She stated that she just took her new car in to get serviced and the mechanic commented that she must be driving terrible roads. She claimed that the road crew made Sunnyfield so rough when they did repairs in the spring that she can no longer travel portions of it.

Deb Buck of 213 Roosevelt St. asked the board for a date to begin the repairs on her road. Susan told her that they are scheduled to do the repairs next week.

Meade Murtland was present for the Township Parks Committee. He is working on getting a logo for the Parks Commission done by a local graphic artist. Mrs. Blanchard did receive John’s letter listing the concerns of the Park’s Commission. John stated that she called him upon receipt of the letter and he directed her to reach out to Richard directly. The Round Top Trail run has been canceled. They signed off on the proposal for Tozer’s Landing master plan at the cost of \$10,000. They have applied to Chesapeake for a \$10,000 grant to cover the costs. Eagle Scout Andrew Defrost of troop 4018 will install a kayak rack at Tozers Landing. They are discussing whether to build a Pickle Ball court for \$16,000 in East Athens or put that money towards 50% DCNR grant for Tozer’s Landing. Their next meeting will be on Sept. 26th.

There was no representation from ATVFD or Planning Commission

Susan Seck attended the meeting and did give a brief update on the roads. She met with the municipal rep and they discussed the shape of Murray Creek Rd., McCardle Rd., and Jacklin Rd. She stated that there is only \$2800 left in the road maintenance budget for the year.

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On motion of Alan, second by Kirstie, motion passed to accept the offer to disregard Invoice #2002 from Chris Sutton's Garage

On motion of Kirstie, second by Tressa, motion was made to not accept the map amendment change. Alan abstained from the vote and Christine voted against the motion so the supervisors decided to table the discussion until their next meeting

On motion of Kirstie, second by Alan, motion passed to pay the monthly bills as submitted. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

On motion of Tressa, second by Christine, motion passed to approve the minutes for June 29, August 1, and August 15. Alan abstained.

On motion of Kirstie, second by Alan, motion passed to approve the minutes for July 27. Tressa abstained.

On motion of Kirstie, second by Alan, motion passed to accept the monthly reports, excluding Roads as there wasn't a report submitted.

Correspondence/Information was as listed in the meeting agenda.

Chairwoman Heffron took the Board into executive session at 5:31 PM for personnel and pending litigation. The regular meeting reconvened at 7:21 PM.

On motion of Tressa second by Kirstie, motion passed to add permitting John to respond via letter to Pernell and scheduling a special meeting to the agenda.

On motion of Tressa, second by Kirstie, motion passed to have John write a response letter to Pernell.

On motion of Tressa, second by Alan, motion passed to advertise for a special meeting on Sept. 13th at 6 pm for executive session/workshop as well as other issues that may come before the board.

There being no further business, on motion of Alan, second by Kirstie, motion passed to adjourn the meeting at 7:28 PM.

Respectfully submitted,

Michelle Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
September 28th, 2022 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:05 PM. Supervisors present were Kirstie Lake, Christine Vough, and Alan Burgess. Solicitor John Thompson and secretary Michelle Rude were also in attendance. Tressa led everyone in the Pledge of Allegiance. John Thompson then swore in Bonnie Petruschak as Susan Seck's replacement as the fifth member of the board.

On motion of Tressa, second by Alan, motion passed to add the opening of the bids for the overlook to the agenda. One bid was received from ProCon Contracting, LLC for the amount of \$22,500. John read the bid, reviewed it, and advised that everything was in order. On motion of Alan, second by Kirstie, motion passed to accept the bid.

Voice of the Residents: Ken Martz from EOM, representing Gen On, wanted to know why their request to change from residential suburban to agricultural was denied. John explained that the applicant did not meet its burden in the hearing. Ken stated that they were not asking for conditional use for the property at the time and John explained that the burden that wasn't met was as to why agricultural use is more beneficial to the township than residential suburban. Ken asked if they could bring it before the board again and John stated that there is a time restriction but as long as that is met he is welcome to do so.

Richard Bean was present for the Township Parks Committee. Eagle Scout Andrew Defrost of Troop 4018 will install a kayak rack at Tozers Landing. Scout Chris Defrost will be replacing the shingles on pavilion 10 at RTP for his Eagle project. The estimated cost is \$1400. The Parks Commission met on Tuesday, September 27th to have a masterplan meeting for Tozer's Landing and it went well. They have applied to Chesapeake for a \$10,000 grant to cover the costs however they never heard back so they don't think they were approved. There are 8 large trees that are dying at the Park and they are getting quotes to have them safely removed. The Commission wants to set a rental fee for Tioga County to put a tower at RTP for \$6,500/year. Their next meeting will be on Oct. 24th.

Eric Benjamin represented the ATVFD. He asked the supervisors about doing an ordinance for reflective address numbers to be put on mailboxes to make it easier for the emergency services to locate homes when they are on calls. Tressa told him that he should check with the post office first. He stated that they would be closing Tozer's Landing this Saturday night at sunset to prepare for a training they will be holding there on Sunday. He also stated that in light of issues that Litchfield's Fire Department faced recently, they would like to schedule a meeting to sit with the board and put together a contract that clearly spells out their duties. The supervisors will look at dates and get back to them. John will work on drafting a contract for review. They are hosting their annual Fire Company Banquet on October 8th at 5 pm and invited the board members to attend. They have decommissioned one of their tankers and currently have it out for bids to be scrapped.

Marion Carling represented Planning Commission. She presented the board with the maps and documentation for:

- 1) **Horton, Roberta/Barbara** – a 2-lot subdivision located on Glen Valley Road and recommended final plan approval with one (1) deficiency. They need waiver from the supervisors for easement width or need to have continuous 50’ of easement. Scott Williams with Butler Surveying answered questions concerning the property and explained the need for the waiver they were requesting. On motion of Alan, second by Kirstie, motion passed to approve the waiver request. On motion of Kirstie, second by Christine, motion passed to approve the final plan for this subdivision.
- 2) **Dandy Mini Mart # 19** – a preliminary land development located on White Wagon Road. Recommend preliminary plan approval with ten (10) deficiencies. Willie Rowe, Dandy Project Manager, and Joshua Woodward from Hunt Engineering answered questions concerning the property, the upcoming projects, and the deficiencies. On motion of Kirstie, second by Tressa, motion passed to grant preliminary plan approval contingent upon providing setback lines on all relevant sheets for the final LDP, adding #5, #6, #9, and #10 from the check list to the plans (as an overlay) as well as addressing all of Skip Schneider’s previously submitted comments.
- 3) **Cameron Group, LLC.** – a preliminary/final land development located on Elmira Street. Recommend preliminary/final plan approval with five (5) deficiencies. Kevin Langan with Cameron Group answered questions concerning the project. On motion of Alan, second by Tressa, motion passed to grant only preliminary plan approval contingent upon providing will serve letters for electric and gas, providing a hard copy of the post storm report, and a meeting between John, Eddie, Skip, and the Cameron Group successfully resolving the outstanding storm water issue.

On motion of Kirstie, second by Tressa, motion passed to schedule a budget meeting for October 10th and October 29th from 8 am to noon. Michelle will advertise.

On motion of Alan, second by Tressa, motion passed to allow Kirstie to apply for the Local Law Enforcement Support Grant.

On motion of Alan, second by Kirstie, motion passed to pay the monthly bills as submitted. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

On motion of Tressa, second by Alan, motion passed to amend the approval of the monthly bills to include using \$12,720 from ACT 13 to pay the balance on the Hawbaker statement for Pennsylvania Ave.

On motion of Tressa, second by Kirstie, motion passed to add the minutes from the special meeting on September 13th to the minute approval list.

On motion of Alan, second by Tressa, motion passed to approve the minutes for August 31st and September 13th, 2022. Bonnie abstained.

On motion of Kirstie, second by Tressa, motion passed to accept the monthly reports, excluding Roads as there wasn’t a report submitted.

Correspondence/Information was as listed in the meeting agenda.

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Chairwoman Heffron took the Board into executive session at 6:54 PM for personnel and pending litigation. The regular meeting reconvened at 8:03 PM.

On motion of Tressa second by Kirstie, motion passed to add the following items to the agenda: approve the MOU for Chuck Wright and allow John to forward it on to him for review and approve the hiring of Chuck Write per the terms of the MOU starting on October 3rd, 2022.

On motion of Alan, second by Kirstie, motion passed to approve the MOU draft and allow John Thompson to forward it on to Chuck Wright for review.

On motion of Kirstie, second by Alan, motion passed to hire Chuck Wright, per the terms of the MOU, with the physical start date of October 3rd, 2022.

There being no further business, on motion of Christine, second by Kirstie, motion passed to adjourn the meeting at 8:09 PM.

Respectfully submitted,

Michelle Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
October 10, 2022 8:00 AM Budget Workshop

Vice Chairwoman Kirstie Lake called the meeting to order at 8:10 am. Supervisors Alan Burgess, Bonnie Petruschak, and Christine Vough were present, as was Secretary Michelle Rude and Treasurer Ruth Casterline. Supervisor Tressa Heffron was absent. Kirstie led everyone in the Pledge of Allegiance.

Ruth provided the Supervisors with handouts for the township accounts. Ruth took us through what parts of the budget we were able to complete with the information that we had.

Director of Roads Chuck Wright gave the board a brief overview of what he was looking at in setting up his proposed budget and will have a better idea of what is needed in the next meeting.

Kirstie took the meeting into Executive Session at 11:15 am and the regular meeting resumed at 11:58 am.

On motion of Alan, second by Kirstie, motion passed to add advertising of a road inspection and another budget meeting to the agenda.

On motion of Alan, second by Kirstie, motion passed to advertise the supervisors' road inspection on October 29th following their budget workshop as well as the next budget workshop for November 12th at 8:00 am.

On motion of Kirstie, second by Alan, motion passed to add sending public works employees to the LTAP training on Nov. 2nd & 3rd in Williamsport to the agenda.

On motion of Alan, second by Kirstie, motion passed to allow David Chandler and Chuck Wright to attend the LTAP training in Williamsport on Nov. 2nd & 3rd.

There being no further business, on motion of Alan, second by Kirstie, it was unanimous to adjourn the meeting at 11:59 am.

Respectfully submitted,

Michelle A. Rude
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
October 26th, 2022 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:01 PM. Supervisors present were Kirstie Lake, Christine Vough, Bonnie Petruschak, and Alan Burgess. Solicitor John Thompson and secretary Michelle Rude were also in attendance. Tressa led everyone in the Pledge of Allegiance.

Voice of the Residents:

Edward C. Barrett Jr. of 2674 Murray Creek Rd. expressed to the board his concerns should his road be taken from blacktop down to dirt. He shared that he worries about the safety of his family and other residents should emergency services need to get to their property and that the value of his property would diminish if the road was changed. Edward's son Zach, also in attendance, reiterated his concern for his property value as well. Edward stated that he was told by Robert Sullivan that his road was paved because of the twists and turns, to keep it safe to travel. Tressa asked the Director of Public Works, Chuck Wright, who was in attendance if he could address these concerns. Chuck informed the group that he doesn't have a plan for the road at this time as he is still in the process of evaluating the roads. He is working on a grading system to address the road concerns. Tressa thanked him and introduced him to the residents in attendance. Deb Buck of 213 Roosevelt St. wanted to know if the work on Roosevelt Street was complete. Tressa again deferred to Chuck who stated that Vestal Asphalt was done and the work was complete.

Richard Bean and Meade Murtland were unable to make the meeting so secretary Michelle Rude presented on behalf of the Parks Commission. They are resubmitting for the Bradford County Tourism grant. They are asking for \$1900.00 to place 2 park benches on the overlook. The Larson Design Group will be visiting Tozer's landing and our other parks on Thursday, November 3rd. Barry replaced nine posts on several pavilions on Round Top Park. His last day for the season will be on Friday, November 4th, 2022. Their next meeting will be on Nov. 28th.

Marion Carling represented Planning Commission. She presented the board with the maps and documentation for:

- 1) **Prados, Ronald/Diana** – a 2-lot subdivision located on Hillcrest Drive. Recommend preliminary/final plan approval with one (1) deficiency
 - a. Need surveyor's signature after the remaining markers are set.

Marion stated that the deficiency had been met and Bruce Benish explained to the board the plan for the sub-division. On motion of Alan, second by Bonnie, motion passed to grant preliminary/final plan approval.

David Walter represented the ATVFC. He informed the board that they would be hosting a ham and turkey party on Nov. 12th, 2022.

Chuck Wright represented the Public Works department and reviewed the road report with the supervisors. He gave a run through of the work they have been doing and informed the board that Steve Kehoe from PennDOT would be meeting with him on November 2nd at 10 am to discuss funding options. He extended an invitation to the board members for that meeting.

Larry Alderson of Citizens and Northern Bank gave a brief overview of our 401A and 457 plans to the board and explained why the township has chosen to go with them. He presented the upcoming vendor change that will be taking place the day after Thanksgiving. He also explained the rate change that will be effective at the beginning of the year. The board asked him to come up with some additional options and agreed to hold a special meeting on Tuesday, November 15th at 5 pm for him to present them. They will readdress this in their November meeting.

Louis Spaciano from Borton Lawson discussed with the board the potential scrapping of the bridge remains from the Thomas Ave. Bridge project. He contacted Suttly's and spoke with the owner Tracy Sutton. Tracy informed him that he has the equipment to disassemble and haul away the bridge parts for scrap so the township wouldn't have to make arrangements to do that. There is some lead paint on the bridge that Tracy didn't feel would impact his ability to scrap it but it would impact the price he gives us for the metal. Tracy is looking into any special precautions that may need to be taken and he will get back to Louis once he has the answers he needs. Per Louis, there is roughly 135 tons of metal to be scrapped. At the quoted rate from Tracy of \$135/ton, the township stands to make roughly \$18,000. The bridge project is scheduled to be advertised in December with an 8-week advertisement period. Their goal is to complete the project within a year, however there is a state-wide wait time of 9 months for steel. The board will wait for Tracy to get clarification on his ability to scrap the bridge metal and readdress this in their November meeting.

On motion of Kirstie, second by Christine, motion passed to approve the renewal of our contract with Wiles Valley Weather for services from November 2022 through April 2023 at the rate of \$1295.

On motion of Kirstie, second by Alan, motion passed to approve Chuck Wright's credit card limit at \$1000. Bonnie didn't want a card at this time. The supervisors will reevaluate the need for supervisors to have township credit cards.

On motion of Alan, second by Kirstie, motion passed to adjust the quoted price from Schoonover's in the August meeting minutes from \$5975 to \$6125 to install a first floor, single zone system for the police department.

On motion of Christine, second by Kirstie, motion passed to approve the renewal of our annual subscription to the Daily Review at the rate of \$220.00.

Michelle presented the Minimum Municipal Obligation (MMO) for 2022. The MMO for the police pension plan is \$152,992 and for the non-uniform plan is \$76,757. This is an increase of \$39,535.99 from last year. On motion of Kirstie, second by Christine, motion passed to accept the MMO's.

On motion of Alan, second by Kirstie, motion passed to approve the proposed PPO Policy contingent up on designated purchasers being added.

On motion of Kirstie, second by Alan, motion passed to move \$85,500 from account number 438.200 (highway maintenance materials) in Liquid Fuels and \$58,302.36 from account number 437.200 (equipment repairs) in Liquid Fuels to account number 430.740 (major equipment purchase) to purchase a truck for the public works department.

On motion of Alan, second by Kirstie, motion passed to purchase the new dump truck for the public works department for \$273,802.36.

On motion of Kirstie, second by Alan, motion passed to pay the monthly bills as submitted. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

On motion of Tressa, second by Kirstie, motion passed to approve the minutes for September 28th, 2022.

On motion of Kirstie, second by Alan, motion passed to approve the budget workshop minutes for October 10th, 2022. Tressa abstained.

On motion of Kirstie, second by Christine, motion passed to accept the monthly reports.

Correspondence/Information was as listed in the meeting agenda.

Chairwoman Heffron took the Board into executive session at 6:16 PM for personnel and pending litigation. The regular meeting reconvened at 8:30 PM.

On motion of Tressa second by Alan, motion passed to add updating the SRO MOU to the agenda.

On motion of Alan, second by Kirstie, motion passed to allow John Thompson to update the Police SRO MOU with the numbers provided by Kirstie.

There being no further business, on motion of Kirstie, second by Alan, motion passed to adjourn the meeting at 8:31 PM.

Respectfully submitted,

Michelle Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
October 29, 2022 8:00 AM Budget Workshop

Meeting was called to order at 8:08 am by Chairwoman Heffron. Those in attendance: Tressa Heffron, Kirstie Lake, Christine Vough, Bonnie Petruschak, Ruth Casterline, Chuck Wright.

David Dekay began the meeting with Athens Volunteer Fire Department. They have a sign they would like to replace our current one with, however they would like Athens Township to help pay for the sign so we can all share it. They have upcoming fundraisers and are looking at a budget that will be balanced.

Chief Clink explained that the police need a new copier. A new one is \$7500 and a used one is around \$3800. He will check on the warrantees for them both.

Adjourned into Executive Session at 9:23. Returned to regular meeting at 10:05.

On a motion by Tressa Heffron and seconded by Kirstie Lake, discussing payment for the police squad room furniture was added to the agenda.

On a motion by Kirstie Lake and seconded by Christine Vough, payment for the squad room furniture will be \$11,148.62 from the ARP funds. Motion passed unanimously.

Chuck Wright discussed his goals for the Public Works department. In order to rebuild the roads, evaluation of the equipment needs to be done. Creating a safer work environment in the shop is critical to the safety of the crew. Staff retention and training, and well as building a positive morale will be vital to the success of the department. Additional items brought by Mr. Wright:

- Addition of space for foreman and PWD is needed.
- We need a mechanic.
- Communication with the group needs to be uniform and organized.

Christine Vough made a motion to add the discussion of supervisor credit cards to the agenda. Kirstie Lake seconded the motion. The motion passed.

Christine Vough made a motion to cancel the township credit cards for all supervisors except the chairperson. Tressa Heffron seconded. The motion passed unanimously.

Motion to adjourn was made by Tressa Heffron and seconded by Kirstie Lake. Motion passed. Meeting was adjourned at 11:40.

Respectfully submitted,

Tressa Heffron
Athens Township Chairwoman (acting secretary)

ATHENS TOWNSHIP SUPERVISORS
November 12, 2022 8:00 AM Budget Workshop

Chairwoman Tressa Heffron called the meeting to order at 8:10 am. Supervisors Kirstie Lake, Alan Burgess, Bonnie Petruschak, and Christine Vough were present, as was Secretary Michelle Rude. Treasurer Ruth Casterline and Solicitor John Thompson joined later. Tressa led everyone in the Pledge of Allegiance.

The supervisors reviewed the information they had. Once Ruth arrived, she provided the Supervisors with updated handouts for the township accounts. They then began to make adjustments to the budget as needed.

Tressa took the meeting into Executive Session at 12:33 pm and the regular meeting resumed at 1:07 pm.

On motion of Alan, second by Tressa, motion passed to add the following items to the agenda:

- John Thompson drafting a letter regarding FMLA
- Zoning Officer sending a cease & desist notice

On motion of Kirstie, second by Christine, motion passed to authorize John Thompson to draft a letter regarding FMLA limitations.

On motion of Tressa, second by Kirstie, motion passed to authorize the Zoning Officer to send a cease & desist notice to Williams Ford if their application isn't turned in to the township by 4 pm on Monday, November 14th.

On motion of Tressa, second by Kirstie, motion passed to add the following items to the agenda:

- Class-A-Cleaning proposal
- Miller Bridge grant application
- Using ARP funds to purchase the King Cab truck for Public Works
- 2023 Meeting Dates
- Set special budget workshop meeting

On motion of Alan, second by Tressa, motion passed to approve the Class-A-Cleaning proposal, at the rate of \$150/week, for the 2023 year.

On motion of Alan, second by Bonnie, motion passed to allow Chuck to apply for the grant for Miller Bridge.

On motion of Tressa, second by Kirstie, motion passed to use ARP funds to purchase a 350 King Cab truck for Public Works.

On motion of Kirstie, second by Christine, motion passed to approve the following dates for the Supervisor's 2023 meetings:

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- Jan. 3rd (organizational meeting), Jan. 25th, Feb. 22nd, March 29th, April 26th, May 31st, June 28th, July 26th, August 30th, September 27th, October 25th, November 29th, December 20th.

On motion of Kirstie, second by Tressa, motion passed to advertise the next budget workshop for November 21st at 5:00 pm. Michelle will advertise.

On motion of Alan, second by Kirstie, motion passed to add advertising for a Heavy Equipment Operator to the agenda.

On motion of Alan, second by Kirstie, motion passed to advertise for a Heavy Equipment Operator in the paper.

There being no further business, on motion of Alan, second by Kirstie, it was unanimous to adjourn the meeting at 1:08 pm.

Respectfully submitted,

Michelle A. Rude
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
November 15, 2022 5 PM Special Meeting

Chairwoman Tressa Heffron called the meeting to order at 4:58 pm. Supervisors Kirstie Lake, Bonnie Petruschak, and Christine Vough were present, as was Secretary Michelle Rude, Treasurer Ruth Casterline, and Solicitor John Thompson. Supervisor Alan Burgess was not in attendance. Tressa led everyone in the Pledge of Allegiance.

Larry Alderson, of Citizens and Northern Bank, addressed the board regarding the upcoming rate changes for our non-pension retirement accounts. The board will revisit at the November meeting.

Chuck Wright reviewed his Public Works department report with the board regarding truck/vehicle updates, bridges, and the Round Top Rd./Murray Creek pipe culvert.

On motion of Kirstie, second by Tressa, motion passed to allow Larson Design Group to inspect Roundtop Rd./Murray Creek pipe culvert for \$1500 using funds from account number 430.313.

There being no further business, on motion of Kirstie, second by Tressa, it was unanimous to adjourn the meeting at 5:58 pm.

Respectfully submitted,

Michelle A. Rude
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
November 21, 2022 5:00 PM Budget Workshop

Chairwoman Tressa Heffron called the meeting to order at 5:30 pm. Supervisors, Bonnie Petruschak, and Christine Vough were present, as was Secretary Michelle Rude, Director of Roads Chuck Wright, and Treasurer Ruth Casterline. Supervisors Kirstie Lake and Alan Burgess were not in attendance. Tressa led everyone in the Pledge of Allegiance.

Ruth provided the Supervisors with updated handouts for the township accounts. The supervisors reviewed the updated handouts, then began to make adjustments to the budget as needed.

On motion of Tressa, second by Bonnie, motion passed to add the separation agreement authorization and the authorization to submit payment for window damage to the agenda.

On motion of Bonnie, second by Christine, motion passed to authorize Tressa to execute the separation agreement and general release between Athens Township and Pernell Trollman and to allow Ruth to make a separation payment in the amount of \$5320.

On motion of Tressa, second by Bonnie, motion passed to authorize Ruth to make a payment in the amount of \$860 to Pernell Trollman for employee damage to his window.

There being no further business, on motion of Christine, second by Bonnie, it was unanimous to adjourn the meeting at 7:38 pm.

Respectfully submitted,

Michelle A. Rude
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
November 30th, 2022 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:01 PM. Supervisors present were Kirstie Lake, Christine Vough, and Bonnie Petruschak. Solicitor John Thompson, Secretary Michelle Rude, Treasurer Ruth Casterline, and Director of Public Works Chuck Wright were also in attendance. Supervisor Alan Burgess was not present. Tressa led everyone in the Pledge of Allegiance.

Voice of the Residents: none

George Ballenstedt reported on behalf of the ATVFD. He gave an overview of their submitted report, stated that they are always looking for volunteers, invited the board to their meetings on the 2nd Wednesday of the month at 7 pm, and shared that their recent fundraising opportunities have been successful. He also brought attention to the potential fire hazards associated with fireplaces, heaters, and overloaded electrical circuits that are impacted by the colder weather and holiday decorations coming up. He mentioned that they were able to put the RTP star up this past Monday as well.

Richard Bean presented on behalf of the Parks Commission. He shared that Chris DeForst completed replacing the shingles on pavilion 10 and asked that he be invited to our next meeting and recognized with a certificate. They were denied the Bradford County Tourism grant that they applied for to install 2 park benches on the overlook. ProCon Contracting has completed the overlook project and the commission will paint a preservative on the railing in the spring. Larson Design Group toured the valley parks and then met with the commission for two hours to discuss ideas for improvement. LDG will develop 3 plans for the commission to review. The kayak rack for Tozers Landing has been ordered and received. Andrew DeForst will be installing it as an Eagle project in the spring. The 8 dying trees that need to be removed will be done once the ground hardens. They will be applying for some upcoming grants for park improvements. The star is up and will come down in the 2nd week of January. PennDOT was contacted by Richard with concerns about them surveying land near Tozers Landing and Round Top Park. They have no plans to touch the park, however they may need a staging area for their upcoming projects. PennDOT would like the park gate left open or they will pull the liquid fuel funds for the park roads. The commission will need at least 4 security cameras installed if the gates are left open. Richard submitted his letter of resignation and will be officially done at the end of the year. The next meeting will be held on Jan. 23rd.

Marion Carling represented Planning Commission. She presented the board with the maps and documentation for:

- 1) **Shaffer, Mark P.** – a 2-lot subdivision located on Orange Hill Road. Recommend preliminary/final plan approval with zero (0) deficiencies

On motion of Christine, second by Kirstie, motion passed to approve preliminary/final land approval for the Mark P. Shaffer 2-lot subdivision on Orange Hill Road.

Chuck Wright presented for the Public Works department and reviewed the road report with the supervisors.

On motion of Kirstie, second by Tressa, motion passed to approve the Clare Printing invoice for 500 copies of the updated letterhead.

The board will revisit Sayre Borough's trash collection services proposal at their December meeting.

On motion of Kirstie, second by Bonnie, motion passed to use \$600 of ARP funds to hire Smiley's Cleaning service to "Spring Clean" the office.

The board will revisit the American Drug and Alcohol invoice for 2023 year at their December meeting.

On motion of Kirstie, second by Christine, motion passed to pay Bradford County Sanitation Committee's invoice for the 2023 assessment in the amount of \$6144.

On motion of Kirstie, second by Tressa, motion passed to pay both Conrad Siegel's invoice for Non-Uniform Employee Pension Plan actuarial services through 11/13/2022 in the amount of \$2475 and Conrad Siegel's invoice for Police Employee Pension Plan actuarial services through 11/13/2022 in the amount of \$2475.

On motion of Tressa, second by Bonnie, motion passed to advertise the proposed Budget for 2023.

On motion of Tressa, second by Bonnie, motion passed to hold a special meeting date on December 22nd at 5 pm to pass the budget for 2023.

On motion of Kirstie, second by Christine, motion passed to accept C&N Bank's proposed rate increase for non-pension employee's retirement plans of \$330 for 2023.

On motion of Kirstie, second by Tressa, motion passed to authorize Ruth to make our annual payment to the Spaulding Memorial Library.

On motion of Kirstie, second by Tressa, motion passed to authorize Michelle to sign the Resolution for the Multimodal Transportation Fund Grant.

On motion of Tressa, second by Kirstie, motion passed to add Roger Clink, Charles Wright, and David Chandler as authorized users for the Lowe's account.

On motion of Tressa, second by Kirstie, motion passed to sign the Designation of Agent Resolutions for PEMA projects 88505 and 88506 making Chuck Wright the township's new designated agent.

The board will revisit the P.O. Policy changes at their organizational meeting on January 3rd.

On motion of Christine, second by Kirstie, motion passed to advertise the closing of Moore Road Bridge effective December 9th via legal notice prepared by John, letters to the residents impacted, notification of the Bradford County EMC and Athens Area School District, and via township website and to approve the purchase of the necessary signage needed for the closure up to \$4,000.

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Athens Township Supervisors
November 30th, 2022

On motion of Kirstie, second by Bonnie, motion passed to pay the monthly bills as submitted. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

On motion of Kirstie, second by Christine, motion passed to approve the minutes for 10/26, 10/29, 11/12, and 11/15.

On motion of Tressa, second by Christine, motion passed to approve the minutes for 11/21. Kirstie abstained.

On motion of Kirstie, second by Bonnie, motion passed to accept the monthly reports.

There was no Correspondence/Information.

Chairwoman Heffron took the Board into executive session at 6:30 PM for personnel and pending litigation. The regular meeting reconvened at 8:15 PM.

On motion of Tressa second by Kirstie, motion passed to add updating the SRO MOU, authorizing Chuck to attend the PEMA/SRBC Plan Implementation Grant Development Meeting, the purchase of an airflow gas engine screen, canceling a township cell phone line, and the township Christmas party to the agenda.

On motion of Tressa, second by Kirstie, motion passed to allow John Thompson to send an updated Police SRO MOU in the amount of \$126,000.

On motion of Tressa, second by Kirstie, motion passed to authorize Chuck to attend the PEMA/SRBC Plan Implementation Grant Development Meeting on December 8th in Tunkhannock.

On motion of Kirstie, second by Bonnie, motion passed to allow the Public Works department to purchase an airflow engine screen from Bradco using ACT 13 funds.

On motion of Kirstie, second by Tressa, motion passed to cancel cell phone line 570-423-2839 and use one line for zoning.

On motion of Kirstie, second by Tressa, motion passed to hold the Township Christmas Party on December 22nd at 1 pm.

There being no further business, on motion of Kirstie, second by Christine, motion passed to adjourn the meeting at 8:20 PM.

Respectfully submitted,

Michelle Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
December 14th, 2022 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:00 PM. Supervisors present were Kirstie Lake, Alan Burgess, Christine Vough, and Bonnie Petruschak. Solicitor John Thompson was also in attendance. Secretary Michelle Rude was not present. Tressa led everyone in the Pledge of Allegiance.

Eagle Scout Chris Deforest attended and was presented with a certificate for the work he did repairing a pavilion roof at RTP. FFA students were not in attendance but were also recognized for the work they did planting trees around the township.

Voice of the Residents: Eileen Atkins of 355 Moore Road attended and explained her concerns and issues with the Moore Road bridge being closed. Brenda Kelley of 153 Moore Road asked questions on the bridge and wanted better solutions. She stated they are not receiving mail. Paul Kelley of 153 Moore Road explained more on the need for the residents there to have the bridge. He would like us to explore opening the bridge to local traffic only. He believes we created a bigger liability closing the bridge than having it stay open. Joe Joyce of Hickory Heights suggested a tax increase in order to improve infrastructure.

There was no representative from the fire department or Parks Commission.

Marion Carling represented Planning Commission. She presented the board with the maps and documentation for: **Williams Ford** – a Final Land Development located on Elmira Street. Recommend final plan approval with four (4) deficiencies:

1. Need to show painted line for sidewalks
2. Remove “Lincoln” sign from plans or indicate it has been removed
3. Need to add zoning classification for adjacent properties
4. Need to close out NPDES

On motion of Kirstie, second by Alan, motion passed to approve final plan approval contingent upon deficiencies being met to include the lines being done and NPDES being done in the spring.

Chuck Wright presented for the Public Works department and reviewed the road report with the supervisors. Moore Road: Communicated with Mr. Black about asking for permission to create a turn around. Miller Road: currently adequate. Thomas Avenue: was advertised this month. Round Top Road/Murray Creek Road: monitoring, and a PA One Call was made. Possibly creating a 1 lane bridge. Currently waiting on a report. Round Top Road: re-decking project starting in the spring. Murray Creek Road: re-decking project starting in the summer. Continue with the road rating inventory. All 4 trucks are ready to go for winter weather. PEMA/FEMA meeting was attending. Follow up in February.

Discuss:

1. Kirstie Lake made the motion, Bonnie Petruschak 2nd. Motion passed to approve the 2023 calendar.

2. Alan made the motion, Kirstie Lake 2nd. Motion passed to approve meeting dates and time to be advertised.
3. ATA discussion tabled
4. Appointments tabled
5. Vacancies tabled
6. Kirstie Lake made the motion, Bonnie Petruschak 2nd. Motion passed to accept Smiley's bid for 2 nights a week of cleaning plus the spring cleaning.
7. Kirstie Lake made the motion, Alan Burgess 2nd. Motion passed to hire Dawson Chilson as per the union contract as of 12/15/22.
8. Alan Burgess made the motion, Christine Vough 2nd. Motion passed to hire Dave Chandler as assistant foreman contingent on MOU approval. Start 12/15/22 for 6 months and then re-evaluate.
9. Discussion on cell phones tabled. Cindy and Michelle invited to special meeting to continue the conversation.

Motion to Pay the Monthly Bills was made by Alan Burgess, 2nd by Bonnie Petruschak. Motion passed.

Motion to approve the Nov. 30th minutes was made by Bonnie Petruschak, 2nd by Christine Vough. Alan Burgess abstained. Motion passed.

Motion to accept the monthly reports was made by Kirstie Lake and 2nd by Tressa Heffron. Motion passed.

Correspondence: Bridges with Bassett. Look at what we can do. The road rating gives us ideas on what is needed.

Tressa took the board into executive session for personnel and pending litigation at 7:15 pm. The regular meeting reconvened at 7:45 pm.

Motion by Tressa Heffron, 2nd by Kirstie Lake. Motion passed to add Supplemental Agreement with Borton Lawson Water Absorption and Encroachment Permit from DEP, the MOU approval, and drug testing vendor to the agenda. Alan Burgess made the motion with Kirstie Lake's 2nd. Motion to approve all three items passed.

There being no further business, on motion of Alan, second by Kirstie, motion passed to adjourn the meeting at 7:50 PM.

Respectfully submitted,

Tressa Heffron
Athens Township Chairwoman (acting secretary)

ATHENS TOWNSHIP SUPERVISORS
December 22nd, 2022 5 PM Special Meeting

Vice Chairwoman Kirstie Lake called the meeting to order at 5:00 PM. Supervisors also present were Christine Vough, Alan Burgess, and Bonnie Petruschak. Solicitor John Thompson, Secretary Michelle Rude, and Director of Public Works Chuck Wright were also present. Kirstie led everyone in the Pledge of Allegiance.

On motion of Alan, second by Kirstie, motion passed to approve RESOLUTION 2022-09 setting the amount of contribution to ATVFC at \$90,000 for 2023.

On motion of Kirstie, second by Alan, motion passed to approve RESOLUTION 2022-10 keeping the millage at 12 mils for 2023.

On motion of Kirstie, second by Alan, motion passed to approve RESOLUTION 2022-11 adopting the budget for 2023 at \$5,152,142.

On motion of Alan, second by Kirstie, motion passed to approve RESOLUTION 2022-12 eliminating employee contributions to the Police Pension Plan and the Non-Uniform Defined Benefit Plan for 2023.

On motion of Alan, second by Kirstie, motion passed to approve Edmund Reid's ASFPM membership renewal for \$175 and his PAFPM membership renewal for \$50.

On motion of Alan, second by Bonnie, motion passed to accept the resignation of auditor Richard McCracken.

On motion of Kirstie, second by Alan, motion passed to add the following to the agenda: Gannon Insurance and AmTrust Worker's Comp Premium

On motion of Kirstie, second by Alan, motion passed to keep Gannon Insurance as the township's insurance provider for 2023.

On motion of Kirstie, second by Alan, motion passed to pay the AmTrust Worker's Comp premium.

Vice Chairwoman Kirstie took the board into executive session at 5:09 pm for personnel and pending litigation. The special meeting reconvened at 7:16 pm.

On motion of Alan, second by Bonnie, motion passed to add the following to the agenda: John Thompson accepting Cabinet Works stipulation of settlement, John Thompson drafting ROW agreement for Mr. Blake, and John Thompson drafting MOU to reflect Dave Chandler remaining in the union position of Assistant Road Foremen.

On motion of Alan, second by Christine, motion passed to grant John Thompson authorization to accept Cabinet Works stipulation of settlement with a fair market value of 6.75 million.

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On motion of Alan, second by Bonnie, motion passed to allow John Thompson to draft a right-of-way agreement for Mr. Blake concerning the Moore Road Bridge closure turn around.

On motion of Kirstie, second by Christine, motion passed to authorize John Thompson to draft an MOU to reflect Dave Chandler remaining in the union at the position of Assistant Road Foreman.

There being no further business, on motion of Christine, second by Alan, motion passed to adjourn the meeting at 7:20 PM.

Respectfully submitted,

Michelle Rude
Athens Township Administrative Secretary