

ATHENS TOWNSHIP SUPERVISORS
ORGANIZATION MEETING
January 3, 2023 5:00 PM

The meeting was called to order at 5:03 pm by Solicitor John Thompson. Supervisors Tressa Heffron, Kirstie Lake, Alan Burgess, Christine Vough, and Bonnie Petruschak were in attendance. Secretary Michelle Rude and Treasurer Ruth Casterline, and Director of Public Works Chuck Wright 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 Alan, motion passed to reappoint Tressa Heffron as Chairman of the Board. Tressa abstained from the vote.

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

On motion of Kirstie, second by Christine, motion passed to appoint Michelle Rude Secretary of the Board for 2023.

On motion of Alan, second by Tressa, motion passed to appoint Ruth Casterline Treasurer of the Board for 2023.

On motion of Kirstie, second by Alan, motion passed to appoint Chuck Wright Director of Public Works for 2023.

On motion of Tressa second by Alan, motion passed to hire Atty. John Thompson to represent the Township for 2023 @ \$115/hr.

On motion of Alan, second by Kirstie, motion passed to 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, and to update the handbook to reflect these dates. Bargaining Unit holidays as per respective contracts. Bonnie opposed.

On motion of Christine, second by Kirstie, motion passed to approve paid sick days per year for full-time Non-Uniform employees (present schedule 15 days per year after 1 year of service with the ability to carry over 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. Bonnie opposed.

On motion of Alan, second by Kirstie, motion passed to 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 a maximum of 25 days. No more than 4 weeks can be carried over. Bargaining Unit vacation as per respective contracts.

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

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On motion of Christine, second by Kirstie, motion passed to 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.

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

On motion of Kirstie, second by Tressa, motion passed to 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 2023. 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.

On motion of Alan, second by Kirstie, motion passed to approve that any supervisor in office during 2023 shall be authorized to perform any duties pertaining to Township affairs, whether administrative, road work, etc.

On motion of Kirstie, second by Alan, motion passed to 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.

On motion of Alan, second by Christine, motion passed to approve 2023 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 Tressa, motion passed to appoint Code Inspections, Inc. as the building code enforcement entity for Athens Township for 2023.

Voice of the Residents - NONE

On motion of Kirstie, second by Christine, motion passed to adopt RESOLUTION 2023-01 designating C & N Bank and M & T bank as our depositories.

On motion of Tressa, second by Christine, motion passed to adopt RESOLUTION 2023-02 appointing Alan Burgess and Kirstie Lake supervisors to BCSC Appeals Board.

On motion of Tressa, second by Alan, motion passed to adopt RESOLUTION 2023-03 designating Ruth Casterline as the TCC voting delegate and Kirstie Lake as the alternate.

On motion of Alan, second by Kirstie, motion passed to adopt RESOLUTION 2023-04 setting the 2023 mileage rate at 65.5 cents per mile.

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On motion of Christine, second by Kirstie, motion passed to adopt RESOLUTION 2023-05 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 approve TCC annual invoice for 2023.

On motion of Alan, second by Kirstie, motion passed to approve PSATS annual invoice for 2023 in the amount of \$1848.00.

On motion of Alan, second by Kirstie, motion passed to approve Ruth's bond payment in the amount of \$2,445.00 and Michelle's bond payment in the amount of \$2445.00.

On motion of Kirstie, second by Christine, motion passed to approve COG dues in the amount of \$75 for 2023.

On motion of Kirstie, second by Alan, motion passed to approve attendance at PSATS Conference April 23 – April 26, 2023 for Ruth, Michelle, Eddie, Cliff, and Chuck.

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

On motion of Kirstie, second by Alan, motion passed to approve Ruth renewing QuickBooks and their payroll program for 2023.

On motion of Kirstie, second by Christine, motion passed to approve a budget of \$10,000 for Ruth to purchase new accounting software and the computer equipment to run it.

On motion of Christine, second by Alan, motion passed to ratify 4 hours of holiday pay for public works employees on Thursday, Dec. 30th, 2022.

The supervisors decided to observe Christmas Eve and Christmas day on Dec. 25th and Dec. 26th respectively this year.

On motion of Kirstie second by Alan, 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 Alan, second by Kirstie, motion passed to approve ratifying the payment of bills and payroll for time period December 15, 2022 to December 31, 2022.

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

On motion of Kirstie, second by Tressa, motion passed to add ratifying to pay the bills from Jan 1, 2023 to Jan 3, 2023 to the agenda.

On motion of Kirstie, second by Tressa, motion passed to approve ratifying the payment of bills and payroll for time period Jan 1, 2023 to Jan 3, 2023.

Chairwoman Heffron took the board into Executive session at 5:37 pm and reconvened the Public Meeting at 7:46 pm.

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On motion of Tressa, second by Kirstie, motion passed to add the following to the agenda: background check for Jaydon Gardner, quote for electrical repairs in Michelle's office, and approving Ruth's rollover days.

On motion of Tressa, second by Alan, motion passed to allow Michelle to run a background check on Jaydon Gardner as a potential Public Works Dept. employee.

On motion of Alan, second by Kirstie, motion passed to permit Michelle to hire Henry Mechanical Services, LLC at the quoted rate of \$782.74 to repair the heating/air conditioning unit in her office.

On motion of Bonnie, second by Tressa, motion passed to approve Ruth to carry over three and a half vacation days to be used within 6 months.

On motion of Kirstie, second by Christine, it was unanimous to adjourn the meeting at 7:52 PM.

Respectfully submitted,

Michelle Rude, Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
January 25th, 2023 5 PM Regular Meeting

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

The Board of Supervisors recognized Richard Bean for 34 years of service to the Parks Commission with a plaque and Chief Roger Clink for 30 years of service to the township with a custom wooden American flag (with the blue line) gun safe.

Voice of the Residents: Dan Knolles from Round Top Rd. addressed his concerns with the condition of his road. He stated that they were not plowed in a timely manner and it has impacted their travel. He was told by one of our guys that they don't come in until 7 am and he wanted clarification as to why they weren't out at 5 am like they used to be. He also stated that the road seems to be minimally cindered and suggested that the plow drivers might be afraid to do his hill because the flat areas are well cindered and the hill is sparsely done. Tressa stated that the drivers should still be coming in early and asked Chuck to address his concerns. Chuck explained that the drivers are being called in and that they are working hard to address the road conditions as well as his concerns. Aaron Brotzman from Weaver Rd. asked the board why a pick-up truck was being used in place of a plow truck on his road. Chuck explained that they had a motor go in the spreader on one of the plow trucks so they were using the pick-up truck while it was being repaired. Aaron then asked what the plan was for the roads tonight and Chuck stated that the guys were out and working on them. Aaron then addressed the board and stated that Highland Rd, among others, have been tar & chipped 4 times and that he didn't feel that proper prep work had been done beforehand resulting in the roads being washed away. He suggested that the township seek advice from surrounding municipalities that aren't having this issue with their roads. He wanted to know what they planned on doing differently in the future to prevent this issue and repair potholes. Kirstie stated that we have a new road director and asked Chuck to address his concerns. Chuck stated that the road crew has purchased PDQ and has begun to fill potholes as their schedule and weather permits. He also explained that the crew is working on a rating system for the roads so that they can formulate an action plan for repairs. Aaron stated that his road was supposed to be graded twice a year and wanted to know if that was the plan for this year. Chuck told him that the crew is working on grading the roads but didn't think they could commit to twice a year with the current workload. Chuck told him that he should see some improvements in the road conditions as the year progresses and that they will work to address all concerns.

Dave Walter presented for the ATVFC. He stated that they responded to 242 calls last year. They currently have 7 members that are in training and will have 125 hours of class time when completed. They are hosting BINGO every Tuesday evening. Due to the weather, fundraising is slow but they expect things to pick up in the spring.

Michele Browning presented for the Parks Commission. They held their meeting on January 23rd and addressed development for pavilion 9 and making the overlook handicap accessible. They are setting

a rental rate for the pavilions and overlook and will be getting this to Cindy. They discussed the new parks brochure and changes for the parks logo. They asked about the grant application for the paving of the RTP roads and the board explained that the grant has been pushed back until March and we haven't gotten a response. They would like the board to make paving the RTP road a priority this year to avoid attendance of the park being impacted. Due to weather the ATVFC has been unable to take the star down. It will remain lit until the road is solid enough for them to get the aerial truck up there. The annual spring parks inspection will be on March 25th at 9 am. RTP is expected to open on May 13th. They would like to recommend Buck Place to fill Richard's position on the Commission.

Marion Carling was unable to make the meeting so Tressa represented Planning Commission. She presented the board with the maps and documentation for: **Secrist, Jeffrey** – a 2-lot subdivision located between Orcutt Creek and Vetter Roads. Recommend preliminary/final plan approval with one (1) deficiencies:

1. Needs sewage module – module is completed. They are waiting for it to be picked up and delivered to the township.

On motion of Kirstie, second by Tressa, motion passed to approve preliminary/final plan approval contingent upon the sewage module being provided.

Chuck Wright presented for the Public Works department and reviewed the road report with the supervisors. He welcomed Dave Chandler as the DPW Road Foreman. He then explained how they were handling the winter weather. There are 4 operational plow trucks (#8, #7, #4, and #3). He has been monitoring travel times to get materials out to the roads and would like to discuss some ideas to minimize this time in the future. They have adequate cinders for this season and have used about \$18,000 so far of the salt contract. They are patching potholes as weather permits and have placed a gravel and rock base on Bowman Rd. from Wolcott Hollow to Blackbear Rd. to build up the roadway. They are working with PennDOT to insure all materials used are compliant. They worked on the Round Top Road Pipe Culvert, installing underground supporting cables, to temporarily support the wing wall. They topped the trench off with 2RC material. Chuck met with the fire department at the turn-around area constructed for Moore Rd. Bridge on Jan. 18th. He plans to install clean backfill from the storage yard along the sides. They re-welded a 3/8" thick, 3x3 metal plate on the east end of Thomas Ave. Bridge. Borton Lawson has reported that the Thomas Ave. Bridge project is out for bid and demolition will take place summer/fall of this year. He will work with the solicitor on scrapping the metal. He met with PEMA on Jan. 11th to discuss the 2018/2019 flood projects. The small project was closed and the larger ones are being reviewed. He submitted a claim for repairs for the 430E backhoe and feels that the amount they will receive will not allow for the necessary repairs. The insurance wants to replace the current engine with a used engine. Chuck is proposing that we use the money to purchase a remanufactured engine which has a warranty. The difference in price from the used engine is \$4250. The claim will also not cover the pin and axle work that needs to be done. John stated that Chuck would need to get three quotes for the repairs with the remanufactured engine, because the cost exceeds the Township Code allowance, and verify that the warranty applies to the mechanics that would do the

work. Kirstie stated that a special meeting could be held to vote on the repairs once the quotes were obtained. Chuck requested that he be allowed to rent a backhoe from Warner Tractor & Equipment at the quoted rate of \$2250/month while they are working through repairs. The insurance company will cover up to \$7,500 of rental fees.

Tressa made the following committee assignments:

- 1) Alan - Roads, Buildings and Grounds and Public Relations
- 2) Tressa - Shared Services, Public Relations
- 3) Kirstie - Safety, Police, and Shared Services
- 4) Bonnie - Junk Yards, Office, and Planning/Zoning
- 5) Christine - Parks and Fire

On motion of Kirstie, second by Tressa, motion passed to grant permission to bid for fuel and road materials for the February 22nd meeting.

On motion of Tressa, second by Kirstie, motion passed to approve/sign the Designation of Agent Resolution for DR-4408 allowing Charles Wright to execute for and in behalf of the township for this PEMA project.

On motion of Bonnie, second by Kirstie, motion passed to approve the minutes for 12/14/22, 12/22/22, and 1/3/23.

On motion of Kirstie, second by Tressa, motion passed to approve the request for a new private drive off Idle Wheels Ln. to be named Albanian Ln. The homeowner will purchase the road sign and the public works department will install it.

On motion of Tressa, second by Kirstie, motion passed to add the one-month police pension COLA adjustment for 2022 to the agenda.

On motion of Tressa, second by Kirstie, motion passed to approve the police pension COLA adjustment for 2023 as well as the one-month adjustment for 2022.

On motion of Kirstie, second by Bonnie, motion passed to advertise for all vacant positions on various boards.

On motion of Kirstie, second by Bonnie, motion passed to approve the annual Traffic Signal Maintenance Agreement with TRA for \$3000.

On motion of Kirstie, second by Tressa, motion passed to allow the Public Works Department to rent a backhoe from Warner Tractor & Equipment for the quoted rate of \$2250/month up to \$7500, which is the maximum amount that is covered by the insurance claim.

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

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.

There was no Correspondence/Information.

Chairwoman Heffron took the Board into executive session at 6:15 PM for personnel and pending litigation. The regular meeting reconvened at 7:47 PM.

On motion of Tressa, second by Kirstie, motion passed to add the following to the agenda: hiring Jaydon Gardner, executing David Chandler and Roger Clink's MOU's, rescinding May 25th's motion to pay Vestal Asphalt from Liquid Fuels and making a motion to pay them from Act 13, Bradford Hospitality, LLC refund, and John to appeal the union grievance.

On motion of Kirstie, second by Bonnie, motion passed to hire Jaydon Gardner at the rate of \$16.50/hr. with the stipulation that he obtain his CDL license within 1 year of employment and that he sign a letter of understanding that he would remain employed with the township a minimum of 2 years after receiving his CDL.

On motion of Kirstie, second by Tressa, motion passed to authorize the execution of the MOU's for David Chandler and Roger Clink.

On motion of Bonnie, second by Kirstie, motion passed to rescind the May 25th, 2022 motion to pay Vestal Asphalt from Liquid Fuels and a new motion was made to pay Vestal Asphalt from Act 13.

On motion of Tressa, second by Bonnie, motion passed to refund the sum of \$7045.63 to Bradford Hospitality, LLC. for their 2021 tax assessment appeal rebate.

On motion of Kirstie, second by Tressa, motion passed to authorize Solicitor John Thompson to appeal the union grievance.

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

Respectfully submitted,

Michelle Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
Special Meeting 3:30 PM February 16, 2023

Vice Chairwoman Kirstie Lake called the meeting to order at 3:39 PM. Supervisors also present were Alan Burgess and Bonnie Petruschak. Solicitor John Thompson and Secretary Michelle Rude were in attendance as well. Kirstie led everyone in the Pledge of Allegiance. Belinda Combs, John Fedorchak, Roger Clink, Mike Chilson, Chuck Wright, and David Chapman attended executive session at varying times throughout the meeting. Christine Vough arrived around 4:30 pm.

Kirstie took the board into executive session at 3:40 pm. The regular meeting resumed at 6:26 pm.

On motion of Alan, second by Kirstie, motion passed to allow interstate tax services to appeal the unemployment compensation claim of Mark Stark on behalf of Athens Township.

On motion of Kirstie, second by Bonnie, motion passed to permit John Thompson to clarify the 5-day suspension without pay to be followed by a paid suspension for Mike Chilson until such time as the board shall reach a final determination.

There being no further business, on motion of Kirstie, second by Alan, motion passed to adjourn the meeting at 6:28 pm.

Respectfully submitted,

Michelle A. Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
February 22, 2023 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:00 PM. Supervisors also present were Christine Vough, Bonnie Petruschak and Alan Burgess. Solicitor John Thompson, Secretary Michelle Rude, Ruth Casterline, and Chuck Wright were also in attendance. Supervisor Kirstie Lake joined via phone call during executive session and stayed for the remainder of the meeting. Tressa called for the opening of the bids. Solicitor Thompson read as follows:

<u>Bidder</u>	<u>DSA</u>	<u>3" Minus</u>	<u>R-4</u>	<u>R-5</u>	<u>R-8 Stack.</u>	<u>AASHTO</u>
Lopke						
Township	N/A	N/A	\$22	\$30	\$55	\$25.75
Job-site	N/A	N/A	\$38	\$46	\$74	\$36.75
Marcus Cole Const., Inc.						
Township	\$6.99	\$6.49	\$14	\$15	N/A	N/A
Job-site	\$14.99	\$14.49	\$22	\$23	\$29.50	\$22.24
Dalrymple Gravel & Const.						
Township	N/A	N/A	N/A	N/A	N/A	N/A
Job-site	N/A	N/A	N/A	N/A	N/A	\$32.50

On motion of Tressa, second by Alan, it was unanimous to table the acceptance of the bids until we have a better understanding of what is needed and where it will come from in the budget.

<u>Bidder</u>	<u>11,000 gal 87 Octane</u>	<u>14,000 gal LSD Diesel</u>
WOC Energy	\$2.84 delivered	\$3.44 delivered
Mirabito	\$2.8957 delivered	\$3.6195 delivered

On motion of Alan, second by Bonnie, it was unanimous to table the acceptance of the bids until the rate above rack for WOC's bid can be verified.

Voice of the Residents: Joseph Burns of 1472 Weaver Road addressed the board regarding the conditions of Sutliff Hill and Weaver Road. He stated that when he moved here 20 years ago he would maybe see 3 cars a day on those roads and now it is anywhere from 20 to 30. The traffic is impacting the quality of the road. He also addressed the quality of Round Top Road and the impact it has on the park. He stated that the structure underneath needs attention and the temporary fixes or "Band-Aid's" we keep using are not holding up. He wanted to know what the residents could do to get this fixed.

He suggested raising taxes. Tressa stated that the board is planning on raising taxes but that they wanted to make the residents aware ahead of time so they had time to prepare which is why they didn't do it this year. Tressa asked Chuck Wright to address his plans for Mr. Burn's concerns. Chuck explained what his upcoming road plans were and how the township would be addressing some of the issues. Mr. Burns asked if the township planned to oil and chip the roads as he is concerned with dust control. Chuck stated that he is reviewing materials to see what would work best to keep the dust down. Mr. Burns then addressed safety concerns with Round Top Road and how having to dodge potholes (particularly young drivers) can cause accidents. The board thanked him for his concerns and told him they are working on a plan to increase safety and road quality.

Matt Moore of 206 Blackbear Lane asked the board how the township prioritizes projects and how funds are allocated for repairs. Tressa stated that this year is different than past years as we have a new public works director who is developing a road rating system and a 5-year plan to address concerns. He asked if there was a contingency for emergencies in the event of a flood or disaster. Tressa stated that, in the past, we have received funding from various areas to help with disasters, however the paperwork required for that is tedious and it can take a while for the funding to come through. He suggested that the township put money into a project to see it through completion to avoid patching and putting "Band-Aid's" on bigger issues. He asked what the credentials are for the road crew and how many guys we have in the department. Chuck stated that there are 3 guys with CDL's and one new hire that is currently working towards his CDL.

Charles Lawton of 82 Erin Road stated that he spoke with Susan last year and she told him that her plan was to tar and chip all of the dirt roads in the township. Alan stated that this was the first the board had heard of that and they had no plans to do that.

Michelle Rude presented the parks report as there was no one present from the Parks Commission. The holiday star has been taken down for the season. The ATVFC Chief has suggested that, due to the road conditions, they may want to consider having someone else put it up/down next year. The weight of the truck is too much for the road as it is. They are looking into the park gate being left unlocked. The new parks logo was approved and new brochures should be printed soon. The annual parks inspection will be held on Sat, March 25th and Barry will be back to work in the beginning of April, pending the results of the inspection. The park will open on May 13th this year and Bryan will be opening and closing the gate as he did last year. They plan to have a concrete pad and stone dust handicap accessible walkway installed by the new overlook and pavilion #9 prior to the park opening. They are also hoping to remove several trees in the pond area prior to opening as well. They are actively looking for grant money to fund the Tozer's Landing development and plan on contacting a grant writer for help. They did review the 3-development plans from Larson Design group and will be in communications with them concerning their revised ideas.

Chuck Wright presented his road report to the board. They welcomed Jaydon Gardner to the crew and he plans to test for his CDL by October 1st, 2023. He met with the crew to identify the proper storage

areas for materials in the yard. He gave an update on the Moore Rd. Turnaround and the Moore Rd. bridge structure. They are looking into several options. He submitted a draft Roadway Improvement Plan to the board and requested that a workshop be scheduled to review it. They are currently renting a backhoe and may need to try a different model to accommodate the crew's needs while they wait to see if the insurance company will total the township's backhoe. On Feb. 2nd the crew did ditch work and roadway repairs on Potter Rd. and repaired McKinney Hill Rd. where a spot was caused by a spring issue. They have patched a deep pothole on Meadowlark and will address other issues on this road as the cold weather subsides. Round Top Rd., near Wolcott Hollow, also had a pothole repaired on Feb. 2nd. Bowman, Gameland, and Chamberlain roads are being monitored and they will grade several muddy areas when the weather breaks in the spring. Cold patch was placed in potholes on Gateway Industrial Park Rd, Owasco Rd., Erin Rd., and Round Top Rd. on the 16th and 17th of February. They are working with PEMA/FEMA to close out the 2018/2019 repairs as well as reimbursement for past repairs. The 2009 Tahoe #9 had an antifreeze line break and was repaired. The spreader chain on dump truck #8 was replaced, the hydraulic pump for the spreader on dump truck #4 was replaced and all 4 dump trucks/snow plows are operational. The new Mack truck chassis has been built. It will go to SEI next week to have the hydraulics, snow plow blade, and box installed. The old wing plow we sent down will not fit so that will not be added. The Thomas Ave. Bridge project was bid out and accepted at \$7,662,150. The estimated township portion will be \$446,418.25 and the work should start early 2024.

John Palmer, Sue Williams, and Marty Barco addressed the board representing Carantouan Greenway. They would like the township's support in pursuing the ability to maintain the land and preserve the water ways, including a stream that runs from their greenway through Wildwood to the river. They would like to name the stream and would need the board to sign a resolution in support of that in order to file an application to do so. Sue explained to the board the importance of naming the stream. As of now, they like the name Wildwood Creek. The purpose of their attending the meeting is to make the board aware and gain their support. Once they have a more concrete plan in place, they will return with resolutions and request the board sign them to aid in their efforts.

On motion of Alan, second by Tressa, motion passed to add the acceptance of Cliff Cheek's letter of resignation from Planning Commission to the agenda.

On motion of Alan, second by Tressa, motion passed to accept Cliff Cheek's letter of resignation from Planning Commission.

On motion of Tressa, second by Alan, motion passed to add accepting Stacy Sickler's resignation from the Library Board, reappointing Bruce Carpenter as the 2023 representative to the Library Board, and appointing Lori Pruyne as a new Library Board representative to the agenda.

On motion of Tressa, second by Alan, motion passed to make the following changes to the following boards (Bonnie abstained):

Planning Commission: vacant - Matt Cooper
 vacant - Robert Petruschak
 alternate - Jack Barrett

Parks Commission: vacant - Buck Place

Zoning Hearing Board: vacant - Robin Smith
***Move Matt Wayman from alternate to a vacant position

Athens Township Authority: vacant - Michael Freeland

Library Board: vacant - Lori Pruyne
*** Accept Stacey Sickler's resignation
*** Reappoint Dr. Bruce Carpenter as Library board representative

On motion of Alan, second by Tressa, motion passed to pay M&K Truck Sales \$153,905.16 using both state Liquid Fuels and ARP funds for a 2024 Mack Truck chassis.

On motion of Tressa, second by Alan, motion passed to schedule a workshop to discuss the roadway improvement plan for March 8th, 2023 at 5 pm.

On motion of Alan, 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 Alan, second by Bonnie, motion passed to approve the minutes of February 16th as written.

On motion of Tressa, 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 7:01 PM for personnel and pending litigation. The regular meeting reconvened at 8:35 PM.

On motion of Tressa, second by Alan, motion passed to add allowing Solicitor John Thompson to respond to the union regarding John Fedorchak and Mike Chilson to the agenda

On motion of Christine, second by Alan, motion passed to authorize Solicitor John Thompson to provide correspondence to the union denying the grievance and request for reinstatement on behalf of John Fedorchak, Tressa and Bonnie abstained.

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On motion of Christine, second by Tressa, motion passed to authorize Solicitor John Thompson to prepare a performance improvement plan to be forwarded to Mike Chilson and the union and to reinstate Mike Chilson as a member of the Public Works Department beginning Monday, February 27th contingent upon the execution of the performance improvement plan.

There being no further business, on motion of Alan, second by Bonnie, it was unanimous to adjourn the meeting at 8:44 PM.

Respectfully submitted,

Michelle A. Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
March 8th, 2023 5 PM Special Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:12 PM. Supervisors also present were Christine Vough, Bonnie Petruschak and Alan Burgess. Solicitor John Thompson, Secretary Michelle Rude, Ruth Casterline, and Chuck Wright were also in attendance. Supervisor Kirstie Lake was absent.

Chairwoman Heffron took the Board into executive session at 5:14 PM for personnel and pending litigation. The regular meeting reconvened at 5:35 PM.

Voice of the Residents:

Mike Freeland of 4350 Wilawanna Rd. addressed the way the township is pre-salting the roads prior to a storm. He stated that 30% of the materials are wasted when the road crew does this. He stated that he spoke with Chuck and he realizes that we only have 3 men working when there should be 6 and they are doing their best. He told the board that people in the community are leery to work here because of high turnover rates and low pay. He realizes that it will take a while to fix all of the public works issues but he told the board he felt they could fix the pay/benefits for employees and correct the waste of materials now. He did speak with Chuck and suggest resources like LTAP classes and local people he could call to get advice from. Tressa thanked him for coming and told him she appreciated his feedback. She stated that the more that residents that come and give feedback like his, the easier it is for the board to do their jobs.

Don Johnson of Macaffee Rd. stated that the first mile or so of his road coming off 220 was all torn up and wanted to know what the board planned to do about it. He asked Chuck how wide the road was supposed to be and Chuck responded with 20 feet that he later corrected to 18 feet. Don stated that he didn't think his road cleared 12 feet and that, if you were to meet another vehicle driving on it, you would have to pull over so they could pass. Chuck told him that his road is on our list for the road improvement plan they are discussing tonight. Tressa asked him if/how the road was impacted by the creek. He stated that the flat area by the creek was bad. He told the board someone came down about 5 years ago and put down stone. They told him they would come back and clean it up but never did. Chuck asked him for his contact information and told him he would meet with him to see the issue and send the crew out to clean it up. Tressa thanked him for coming.

Pat Beers of 260 Hickory Heights stated the Sue told her that she would fix the roads but then there wasn't enough money. The road condition by her house cause water too pool around her mailbox and it froze, making it inaccessible for several days. She wanted to know what the township's plan was for repairs. Alan told her that we would be addressing her road in the workshop tonight. She stated that Ruth helped her gain a better understanding of what goes into fixing the roads financially and she realizes it is a lot. She just wanted to make sure the board knew the issues and was working towards a solution.

On motion of Tressa, second by Alan, motion passed to table the fuel bid discussion until the March regular meeting.

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On motion of Alan, second by Christine, motion passed to reject all material bids from the February regular meeting.

Chuck Wright presented the board with his road improvement plan and they held a discussion.

On motion of Tressa, second by Bonnie, motion passed to add reinstating Mike Chilson to the agenda.

On motion of Alan, second by Christine, motion passed to reinstate Mike Chilson as a member of the Public Works Department beginning Thursday, March 9th contingent upon the execution of the performance improvement plan. His suspension with pay will end on March 10th, 2023.

There being no further business, on motion of Alan, second by Christine, it was unanimous to adjourn the meeting at 7:16 PM.

Respectfully submitted,

Michelle A. Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
March 29th, 2023 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:02 PM. Supervisors also present were Christine Vough, Bonnie Petruschak and Alan Burgess. Secretary Michelle Rude, treasurer Ruth Casterline, and Chuck Wright were also in attendance. Tressa lead everyone in the Pledge of Allegiance. Supervisor Kirstie Lake and Solicitor John Thompson joined shortly after the pledge.

Bill Morris presented the board with the auditor's report. He stated that he and Shelly are retiring after 35 and 18 years of service respectively. He addressed the meeting stating that there would be 3 auditor positions open for next year and that if anyone was interested or knew of someone that would be interested, they should write in on the upcoming election. Tressa presented both auditors with certificates of appreciation from the board.

Voice of the Residents: Dave Norton of 1305 Highland Drive wanted to know what the plan is for the section of road that meets with Meadowlark Dr. (200-yard stretch) for dust control as well as what the townships plan was for all dirt roads needing dust control. Alan stated that their intention was to return to oiling over salt for control and that they are working on a plan.

Joe Joyce of 70 Hickory Dr. in Hickory Heights wanted to know if Hickory Heights is on the road crew's plan for 2023. Alan stated that we are working on a plan for roads but that we don't know where it will fall as far as a timeline yet.

Corey Lasko of 25 Sunrise Circle wanted to know how the township prioritizes the repairs for roads. Tressa explained that Mr. Wright developed a rating system based on the number of residents, emergency vehicle access, and resources. He asked if the township receives impact funding from gas wells and Tressa stated that we do, however the amount received goes down more and more every year. She attributed this to the township not having many well sites.

Dave Chandler of 502 McCardle Rd. wanted to know how the board prioritizes safety as a group for their public works department employees. Tressa explained that the township follows a handbook in conjunction with working with the union to ensure safety. Dave asked how employees would be able to address their safety concerns with the board and Tressa stated that if the concerns related to personnel then it should be addressed in executive session and that can be set up through the secretary of the township. Solicitor Thompson stated that he would be reaching out to the union to set up a meeting to discuss concerns and that the employees would be welcome to address their concerns in said meeting once it has been set.

Kelly Barrett of 4018 Wolcott Hollow Rd. wanted to know if the board has considered contracting outside contractors to do work for the township in order to address the road and union issues as well as the cost of equipment and repairs. Tressa stated that they have looked into it and it is not off the table. There are several things the board is considering at this time and that is one of them.

Corey Lasko asked a follow up question of whether or not the township bids out whole projects and Tressa explained that we do. There are certain criteria that needs to be met to do so but we do use that process for several of our projects.

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Athens Twp. Volunteer Fire Department was represented by Dave Walter. He addressed with the board a letter sent by the Chief Bryan Farr requesting that the supervisors agree to pay the rental fee to add a new fire hydrant location to the township. He also requested that they review and execute a right-of-entry agreement with DCNR to grant them permission to make the appropriate updates to our fire danger sign. He referenced their fire report and added that last month they had 403 hours in fundraising and 351 hours in fire calls.

There was no representative from the Parks Commission, however their monthly report was included with the others.

Chuck Wright presented his road report to the board. He reviewed the use of materials, vehicle/equipment maintenance and needs and the work the crew has been doing this month. He is reviewing past PEMA/FEMA repair files and met with Mr. Johnson to review the conditions of the MacAfee Creek repairs. He also brought to the board's attention new CDL driver requirements and stated that they would need to review it and make changes to their current policy. A full report is on file with the township.

On motion of Alan, second by Tressa, motion passed to reject the fuel bids received in February on the basis that they were not similar and they were unable to evaluate them equally.

On motion of Tressa, second by Kirstie, motion passed to sign a resolution to support Carantouan Greenway's effort to name the tributary Wildwood Creek.

On motion of Alan, second by Kirstie, motion passed to renew our Morning Times subscription for 52 weeks at \$150.

On motion of Kirstie, second by Alan, motion passed to close Pennsylvania Ave @ 6 pm until the completion of the graduation ceremony on Friday, June 9th, 2023.

The board decided to table the detour discussion until the June meeting.

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 Tressa, second by Kirstie, motion passed to approve the minutes of January 25th as written. Alan and Christine abstained.

On motion of Tressa, second by Alan, motion passed to approve the minutes of February 22nd and March 8th as written. Kirstie abstained.

On motion of Kirstie, second by Christine, 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 6:02 pm for personnel and pending litigation. The regular meeting reconvened at 7:58 PM.

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

- 1) Discuss/Approve PO from the police department for training
- 2) Discuss/Approve right-of-entry authorization for DCNR to update the fire sign
- 3) Discuss/Approve the letter from the fire chief requesting an additional fire hydrant
- 4) Discuss/Approve Sayre Borough doing a preliminary assessment of our public works department
- 5) Discuss/Approve moving April's meeting from the 26th to the 27th to accommodate the PSATS conference
- 6) Discuss/Approve Road workshop
- 7) Discuss/Approve the solicitor corresponding with the union to set up a grievance meeting
- 8) Discuss/Approve executing the PILOT for Gateway Commons.

On motion of Christine, second by Alan, motion passed to approve the PO request for officers Bailey (Serfas), Condusta, and Warren to attend a training conference for 5 days in Nashville for \$3915.00 to be paid out of TRNG 410.174.

On motion of Kirstie, second by Alan, motion passed to approve and sign the right-of-entry authorization for DCNR to update our fire danger sign.

On motion of Tressa, second by Christine, motion passed to allow the fire department to add a new hydrant to the township and agreeing to cover the monthly rental fee for it.

On motion of Alan, second by Tressa, motion passed to allow Sayre Borough to do a preliminary assessment of our public works department.

On motion of Alan, second by Bonnie, motion passed to move April's supervisor meeting from Wednesday, April 26th to Thursday April 27th.

On motion of Alan, second by Kirstie, motion passed to hold a road workshop on April 13th at 5 pm.

On motion of Alan, second by Kirstie, motion passed to allow Solicitor Thompson to send correspondence to the union to schedule a meeting to address grievances with 2 members of the board.

On motion of Alan, second by Kirstie, motion passed to allow Solicitor Thompson to execute the PILOT for Gateway Commons according to the terms negotiated by Solicitor Thompson in conjunction with Attorney Kerr.

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Chairwoman Heffron took the Board into executive session again at 8:04 pm for personnel and pending litigation. The regular meeting reconvened at 8:18 PM.

There being no further business, on motion of Alan, second by Kirstie, it was unanimous to adjourn the meeting at 8:20 PM.

Respectfully submitted,

Michelle A. Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
April 27th, 2023 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:04 PM. Supervisors also present were Kirstie Lake, Christine Vough, Bonnie Petruschak and Alan Burgess. Solicitor John Thompson, secretary Michelle Rude, and Chuck Wright were also in attendance. Tressa lead everyone in the Pledge of Allegiance.

On motion of Tressa, second by Bonnie, motion was passed to add the following items to the agenda: ATWP Planning Commission 2-lot subdivision for Theresa Hall, ratify the decision to instate a burn ban on April 12th, discuss lifting the burn ban, and discuss waiving the temp event permit fees for Valley ASA @ the man camp.

Voice of the Residents: Dave Norton of 1305 Highland Drive wanted to follow up on the plan is for the section of road that meets with Meadowlark Dr. (200-yard stretch) for dust control as well as what the townships plan was for all dirt roads needing dust control. Chuck stated that they are still working on a plan, looking at budget availability, rating roads and would be discussing dust control later tonight.

John Cheresnowsky of 448 Brookside Drive wanted to know the actual plan for road repairs (i.e. which roads would be repaired when for the next few years. As a taxpayer, he feels he should be able to know what money is going where and what types of roads are being fixed. He expressed his frustration as he feels that the township makes plans for road improvements but doesn't follow through for various reasons and feels we should be further along in the planning process at this time. He suggested publicizing a list of roads and their planned repairs. The supervisors addressed his concerns stating that the plan they are working on is to assign a rating to each road and put together a plan for the next several years so funds can be allocated accordingly. They also explained that they are working on finding additional funding sources to help with these road projects.

Matt Moore of 206 Blackbear Lane wanted clarification on the zoning of the ballfield behind the man camp and how it impacted ASA's ability to use the field. Tressa explained that it was zoned residential as it was part of the man camp and was never meant for public use. She stated that ASA did have a temporary permit to play on the field but that a variance application was needed by the end of May to address the zoning issues and move forward. John Thompson reiterated tht the time frame was necessary to maintain compliance and that the ZHB would need to approve the use. Matt asked what the townships liabilities were and what the revenue stream is for the township to enforce a permit for use. John stated it was more responsibility than liability as the township is responsible to uphold the zoning ordinances that are in place. Tressa stated that the permit fee is \$30 but we would be discussing later in the meeting whether or not to waive it for the ASA. Matt added later in the meeting that he felt the township should not spend money in a new backhoe but rather invest in a used one for now.

Mike Freeland of 4350 Wilawana Road asked the board if it was their interest to keep the Public Works Dept. Tressa stated that it was. She stated that the board is looking for ways to help not just our department but our community by looking into shared services with neighboring municipalities. She explained that working together opened up new opportunities for revenue via grants that would help all parties make the improvements they need. He mentioned concerns that we have one crew member that is able to do the entire job and 2 out of high school that don't have the experience, and wont gain enough

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experience to be as efficient as we need them to be for several years. He pointed out the new tri-axle truck purchase and how he feels it was a mistake and should be sold to recoup some money that could be allocated elsewhere. He expressed safety concerns with the size and our roads in comparison to the size of the truck. Alan told him that he is painting a picture that they already know and wondered if he had any solutions. Mike suggested that the township participate in the job fair at Alperon Park next month to look for new public works employees. He also suggested that we invest \$40,000 or so into a used backhoe to get us through the next few years while we set aside some money to purchase a new one in the future.

No representatives were here from the fire department or parks commission. Their reports are on file with the township office.

On motion of Alan, second by Tressa, motion passed to grant preliminary/final land approval to Theresa Hall for the 2-lot subdivision on Front Street.

Chuck Wright gave his road report. The report is on file with the township office.

On motion of Alan, second by Kirstie, motion passed to approve and submit the Letter of Intent for the shared service study.

On motion of Kirstie, second by Christine, motion passed to approve the salvage bill of sale for the CAT 430 E backhoe. Tressa signed and John Thompson notarized the document.

On motion of Alan, second by Kirstie, motion passed to approve the bridge inspection proposal allocating \$1500 from the HWY Maintenance account (438) and \$1300 from the Professional Services account (?).

On motion of Tressa, second by Kirstie, motion passed to rebid fuel for unleaded, on road diesel, and off road diesel with a cap.

On motion of Tressa, second by Kirstie, motion passed to accept the resignation of Michael Murphy from the ATA and appoint William Steimel as his successor.

On motion of Kirstie, second by Alan, motion passed to ratify the burn ban decision from April 12th, 2023.

On motion of Alan, second by Kirstie, motion passed to lift the burn ban.

On motion of Alan, second by Bonnie, motion passed to waive the temp event fee of \$30 for the Valley ASA at the man camp.

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On motion of Tressa, second by Alan, motion passed to add scheduling a road workshop and passing Ordinance 2023-1 to the agenda.

On motion of Kirstie, second by Tressa, motion passed to schedule a road workshop for May 11th at 5 PM.

On motion of Alan, second by Kirstie, motion passed to pass Ordinance 2023-01 for a service charge fee for the tax collector

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 Christine, motion passed to approve the minutes of March 29th as written.

On motion of Alan, second by Kirstie, 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 6:50 PM for personnel and pending litigation. The regular meeting reconvened at 7:45 PM.

On motion of Alan, second by Bonnie, motion passed to add Chuck's MOU to the agenda:

On motion of Alan, second by Bonnie, motion passed to approve Chuck's MOU as written and authorize John Thompson to present it to Chuck for signature.

There being no further business, on motion of Alan, second by Tressa, it was unanimous to adjourn the meeting at 7:46 PM.

Respectfully submitted,

Michelle A. Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
May 11th, 2023 5 PM Road Workshop Meeting

Vice chairwoman Kirstie Lake called the meeting to order at 5:01 PM. Supervisors also present were Bonnie Petruschak and Alan Burgess. Secretary Michelle Rude, Chief Clink and Chuck Wright were also in attendance. Supervisors Tressa Heffron and Christine Vough were absent.

Voice of the Residents: None

Kirstie took the Board into executive session at 5:02 PM for personnel and pending litigation. The regular meeting reconvened at 5:32 PM.

Chuck Wright presented the roads by priority to the board. They discussed possible repairs and upcoming projects for the roads with the highest priority. The crew plans on focusing on drainage and small repairs to prepare for the winter this summer with larger projects to begin next summer. Funding options are being considered.

Kirstie took the board back into executive session at 6:50 PM for personnel and pending litigation. The regular meeting reconvened at 7:10 PM.

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

1. Ratify the decision to approve the bridge inspection from the April 27th meeting.
2. Permission for Ruth to issue a check for the Alperon Park Job Fair
3. Permission for Ruth to pay Jayden Gardner during CDL training
4. Execute Chuck's MOU
5. Permission to run a background check on new Public Works Candidate

On motion of Kirstie, second by Alan, motion passed to ratify the decision on April 27th to approve the bridge inspection to say motion to approve the bridge inspection proposal from Larson Design Group in the amount of \$2800 for Orcutt Creek Rd. pipe and Murray Creek Rd. pipe. \$1500 will be allocated from ACT 13 funds in acct 438.207 and \$1300 will be allocated from General Funds account for professional services 430.450.

On motion of Kirstie, second by Alan, motion passed to allow Ruth to write a check in the amount of \$100 payable to Northern Tier Regional Planning & Development Commission and give it to Chuck Wright so that he and CT can attend the Greater Bradford County Job Fair at Alperon Park May 17th, 2023 on behalf of the township.

On motion of Bonnie, second by Kirstie, motion passed to allow Ruth to pay Jayden Gardner his normal rate of pay while he is attending CDL training.

On motion of Kirstie, second by Bonnie, motion passed to execute the MOU for Chuck Wright, effective May 1st, 2023.

On motion of Kirstie, second by Bonnie, motion passed to run a background check on a new candidate for the Public Works Department.

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There being no further business, on motion of Alan, second by Kirstie, it was unanimous to adjourn the meeting at 7:13 PM.

Respectfully submitted,

Michelle A. Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
May 31st, 2023 5 PM Regular Meeting

Vice Chairwoman Kirstie Lake called the meeting to order at 5:00 PM. Supervisors also present were Christine Vough & Bonnie Petruschak. Solicitor John Thompson, secretary Michelle Rude, and Chuck Wright were also in attendance. Treasurer Ruth Casterline joined mid meeting and Supervisors Tressa Heffron and Alan Burgess were absent. Kirstie lead everyone in the Pledge of Allegiance. Chief Clink was present for a portion of the executive session.

Voice of the Residents: None

Marion Carling presented the board with maps for the IR. Nick Vosburg with CEC addressed the board on behalf of the IR. He stated that they took the building design from a 2-story, 9,000 sq. ft. design to a 1-story, 8,000 sq. ft. design. The McDuffee St. entrance has shifted east by about 150 ft. and there was a small increase in impervious space for stormwater. The reason for the change was to decrease costs.

On motion of Kirstie, second by Bonnie, motion passed to grant preliminary plan approval contingent upon the 6 remaining deficiencies being met (need owner's signature, need to add sidewalks to the plan for McDuffee St., need surveyor's signature on acknowledgement statement, need developer's signature, need updated PennDOT HOP, and need lighting plan) as well as sidewalks being added to the plan for McDuffee St. as the supervisors have opted to reject the waiver for sidewalks that was submitted.

Dave Walter presented the Athens Twp. Volunteer Fire Dept. report. There was no representative for the Parks Commission but their report was submitted. Chuck Wright presented the Public Works Dept. report. All reports are on file with the township.

Chuck Wright requested an additional Road Workshop meeting for the month of June. On motion of Kirstie, second by Bonnie, motion passed to schedule a road workshop meeting on Tuesday, June 6th at 5:30 pm. Michelle will advertise in the paper.

David Warner of Warner Tractor addressed the board regarding the purchase of a CASE 580 SN WT Tractor Loader Backhoe at Chuck Wright's request. He explained the specs of the machine, financing options as well as the discounted rate through COSTARS.

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

On motion of Bonnie, 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 Kirstie, second by Bonnie, motion passed to approve the minutes for April 27, 2023. The minutes for May 11th, 2023 will have to be addressed at a later meeting due to lack of quorum.

On motion of Kirstie, second by Christine, motion passed to add the following items to the agenda: Discuss/Approve the proposed COSTARS backhoe purchase, Discuss/Approve signing 3-year lease for Enterprise Center with new owners for \$5000/year (same rate as before), and Discuss/Approve signing the Peer

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Assistance Program Scope of Services with Sayre Borough.

The board has decided to review the information presented for the COSTARS Backhoe and revisit this topic at their meeting on June 6th.

The board decided to review the previous contract and compare it to the new contract prior to making a decision on the Enterprise lease. They will revisit this at their meeting on June 6th.

On motion of Kirstie, second by Bonnie, motion passed to approve Michelle Rude signing the Peer Assistance Program Scope of Services with Sayre Borough.

On motion of Kirstie, second by Bonnie, motion passed to assign Tressa Heffron as the designated signatory for all equipment and vehicle purchases

On motion of Kirstie, second by Christine, motion passed to approve executing the final purchase agreement documentation and issuing a check in the amount of \$64,639.94 the 2023 Chevy Tahoe PPV from COSTARS vendor Bonner Chevrolet Co. Inc. using \$60,000 from ARP account 410.700 and \$4639.94 from General Fund PD minor equipment account 410.260.

Michelle will reach out to Meade Murtland and invite him to attend the June 6th meeting to discuss the proposed rental fees for pavilion #9 and the overlook.

Correspondence/Information was as listed in the meeting agenda.

Vice Chairwoman Lake took the Board into executive session at 6:33 PM for personnel and pending litigation. The regular meeting reconvened at 10:10 PM.

On motion of Kirstie, second by Christine, motion passed to add appealing the UC decision to the agenda.

On motion of Kirstie, second by Christine, motion passed to appeal the UC decision through Interstate and allow John Thompson to authorize the filing of the appeal.

There being no further business, on motion of Kirstie, second by Christine, it was unanimous to adjourn the meeting at 10:12 PM.

Respectfully submitted,

Michelle A. Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
June 6, 2023 5:30 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:30 PM. Supervisors also present were Kirstie Lake, Christine Vough, & Bonnie Petruschak. Solicitor John Thompson, Ruth Casterline, and Chuck Wright were also in attendance. Supervisor Alan Burgess and secretary Michelle Rude were absent. Tressa lead everyone in the Pledge of Allegiance. Chief Clink was present for a portion of the executive session.

Voice of the Residents: Tessa Spears, Athens Township EMC addressed the board regarding reaching out to the residents to identify those that may need additional assistance during an emergency. They discussed sending a mailing but weren't sure the best approach to take. Tessa will look into additional options and revisit.

Chairwoman Heffron took the board into executive session for personnel and pending litigation at 5:36 pm. The regular meeting reconvened at 7:35 pm.

On motion of Kirstie, second by Bonnie, motion passed to purchase a CASE 580 SN WT Tractor Loader Backhoe SN NPC782280 through Pennsylvania State Contract Cooperative Purchasing Program (a.k.a. COSTARS) for \$135,995.00. This motion also stipulates that the board request Warner Tractor and Equipment Inc. be the delivering CASE dealer.

On motion of Kirstie, second by Bonnie, motion passed to authorize Township Supervisor, Tressa, Heffron, to execute all necessary purchase, lease and/or finance documents to fund up to a maximum price of \$135,995.00 for the purchase of a CASE 580 SN WT Tractor Loader Backhoe SN NPC782280. This motion also stipulates that the term must not exceed five years, the rate must not exceed 7% APR, and that Township Supervisor Tressa Heffron has the flexibility to choose any financial institution with equivalent or more favorable terms and conditions.

The supervisors have decided to table the Enterprise Lease discussion for the June 28th meeting.

Parks will evaluate their pavilion rental rates for 2024.

On motion of Kirstie, second by Tressa, motion passed to approve the PennDOT estimate for the Thomas Ave. Bridge work to begin.

Chuck discussed road issues/solutions with the board.

On motion of Tressa, second by Bonnie, motion passed to add the following items to the agenda: authorize Chief Clink to sign the paper work for the new police vehicle, authorize Chief Clink to hire a full-time officer, ratify the burn ban through the end of day Monday, and approve pothole patching to be done by Chilson Paving, LLC.

On motion of Kirstie, second by Kristine, motion passed to authorize Chief Clink to sign the paperwork for the purchase of the new police vehicle (approved in May's meeting) along with Tressa Heffron (2 signatures needed).

On motion of Kirstie, second by Christine, motion passed to authorize Chief Clink to move forward with hiring a replacement full-time officer for the police department.

On motion of Tressa, second by Bonnie, motion passed to ratify the burn ban from 6/6/23 through the end of day 6/12/23.

On motion of Kirstie, second by Tressa, motion passed to approve Chuck hiring L&D Chilson Paving, LLC. to patch potholes for \$2200 from general fund account 438.45.

There being no further business, on motion of Tressa, second by Bonnie, it was unanimous to adjourn the meeting at 8:25 PM.

Respectfully submitted,

Kirstie Lake
Athens Township Vice Chairwoman

ATHENS TOWNSHIP SUPERVISORS
June 28th, 2023 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:05 PM. Supervisors also present were Kirstie Lake, Alan Burgess and Christine Vough. Solicitor John Thompson, secretary Michelle Rude, and treasurer Ruth Casterline, and Chuck Wright were also in attendance. Tressa lead everyone in the Pledge of Allegiance. Supervisor Bonnie Petruschak arrived right after the pledge.

Dave Walter presented the Athens Twp. Volunteer Fire Dept. report. Michele Browning presented the Parks Commission report and Chuck Wright presented the Public Works Dept. report. All reports are on file with the township.

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

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 Bonnie, motion passed to approve the minutes for May 11th, 2023. Alan and Kirstie abstained.

On motion of Kirstie, second by Bonnie, motion passed to approve the minutes for June 6th, 2023. Alan abstained.

On motion of Kirstie, second by Tressa, motion passed to approve Eddie attending the PAFPM 2023 Annual Conference Sept 26th and 27th.

On motion of Alan, second by Kirstie, motion passed to accept the ATA resignations for Mike Murphy and Earl Carney.

The board decided to revisit the fireworks ordinance discussion next month.

Tressa met on Tuesday with Tom Thompson from Progress Authority, Kim Jennings from Northern Tier Planning and Development as well as the County Commissioners to discuss funding for the bridge replacement issues in the township. She was limited in finding funds due to open PHEMA/PEMA projects and lack of estimated costs for repairs. Tressa asked Chuck to get replacement costs/repair costs with longevity estimates for Murray Creek and Moore Rd. bridges as well as for the Round Top Road pipe culvert. She asked him to work towards closing the PHEMA/PEMA projects so we know how much money will be available for grant matching. Chuck stated the extension for those projects is up in August (may need to re-extend) and that he has files in place, the computer work just needs to be completed.

On motion of Alan, second by Bonnie, motion passed to declare June 29th, 2023 Izaak Hobday Day for his accomplishments in the Special Olympics. Tressa will present the declaration at his homecoming parade on the 29th.

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On motion of Alan, second by Kirstie, motion passed to approve launching phase 1 of the shared services trash proposal with Sayre Borough, allowing them to send a letter offering trash services to our residents, with the option of expanding into phase 2 in October.

On motion of Tressa, second by Christine, motion passed to approve the Reimbursement Agreement for T-321 Murray Creek with PennDOT and executing the resolution and lobbying certificate.

On motion of Christine, second by Bonnie, motion passed to approve the informational brochure and preparedness letter drafted by Tessa Spears. Tessa will look into the cost to have it printed/distributed.

On motion of Alan, second by Kirstie, motion passed to allow Midland Asphalt to work with our crew on July 19th, 2023 to lay EDP emulsion for dust control on Campbell Rd., Cole Hollow Rd., Highland Dr., Meadowlark Dr., Weaver Rd., Beaver Pond Rd., Braddock Rd., Round Top Rd., Pump Station Hill Rd., Sutliff Hill Rd., Macafee Rd., Alleyhoot Rd., Murphy Rd., Chamberlain Rd., Bluebird Rd., and Orcutt Creek Rd. in the amount of \$16,300. \$15,000 will come from general fund account 438.214 and \$1,300 would come from ACT 13 fund account 438.206. A PO has been submitted by Chuck Wright.

The supervisors decided to table the discussion on the new radio for truck 12.

On motion of Alan, second by Kirstie, motion passed to approve the purchase of new bulletproof vests for the police department in the amount of \$18,188 using ACT 13 funds.

On motion of Alan, second by Tressa, motion passed to add getting a cost analysis for the Murray Creek pipe culvert and hiring MK Flaggers for the dust oil project to the agenda.

On motion of Kirstie, second by Tressa, motion passed to have Chuck Wright pursue a cost analysis for the replacement of the Murray Creek pipe culvert contingent upon what services the county will be providing.

On motion of Kirstie, second by Bonnie, motion passed to approve the PO prepared by Chuck Wright for MK Flaggers Inc to assist with the dust oil project on July 19th, 2023 in the amount of \$1528, to be paid from road repair account 438.45.

Voice of the Residents: Matt Moore addressed the board and wanted to know if we have had the opportunity to discuss with our bordering municipalities the option of working together to maintain dirt roads that also extend into their municipalities. John explained that we do have agreements in place with some of these municipalities currently.

Correspondence/Information was as listed in the meeting agenda.

Chairwoman Heffron took the Board into executive session at 6:41 PM for personnel and pending litigation. The regular meeting reconvened at 7:57 PM.

Page Three
Athens Township Supervisors
June 28th, 2023

On motion of Tressa, second by Alan, motion passed to add Brian Haney's pay increase and renewing the Enterprise lease to the agenda.

On motion of Alan, second by Tressa, motion passed increase pay from \$15/visit to \$17/visit for Brian Haney to open/close the gates at Round Top Park retroactive to the parks opening date of Saturday, May 13, 2023.

On motion of Kirstie, second by Tressa, motion passed to renew the Enterprise lease with the new owners, Kellar Industries, LLC., for 3 years at \$5000/year and to authorize Ruth to pay the first invoice due July 1st, 2023.

There being no further business, on motion of Alan, second by Kirstie, it was unanimous to adjourn the meeting at 8:19 PM.

Respectfully submitted,

Michelle A. Rude
Athens Township Administrative Secretary

ATHENS TOWNSHIP SUPERVISORS
July 26th, 2023 5 PM Regular Meeting

Vice Chairwoman Kirstie Lake called the meeting to order at 5:13 PM. Supervisors also present were Bonnie Petruschak and Christine Vough. Alan Burgess and Tressa Heffron were not in attendance. Solicitor John Thompson, secretary Michelle Rude, treasurer Ruth Casterline, and Chuck Wright were also in attendance. Kirstie lead everyone in the Pledge of Allegiance.

Voice of the Residents: Alice Bennett of 5626 Mile Lane Road asked the board to look into getting a sign for the corner of Lamoka and Mile Lane Road indicating where the healthcare center and the man camp are. She stated that she and her neighbors have several people that turn around in their driveways unable to locate these buildings and feels a sign would be helpful in getting them to their respective destinations. She wanted to thank the road crew for doing a beautiful job on her road and she also stated to the board that she wasn't thrilled with the mine going in her backyard. Kirstie thanked her and stated that the board could look into getting a sign in place.

Eileen Sparduti of 972 Meadowlark Drive wanted to know if the zoning and conditional use issue with the Bishop Brothers Mine had been resolved. Solicitor Thompson expressed that it had not as the first opportunity the board has had to address it would be tonight's meeting.

Marion Carling presented maps for the Bradley, Valerie/Merrill, Melvin 2-lot subdivision located on Reagan Road. She then deferred to Bruce Benish to explain the plan to the board. Bruce explained that they did request a Form B from sanitation and were waiting to receive it, otherwise all other deficiencies had been met.

On motion of Kirstie, second by Bonnie, motion passed to approve the plan contingent upon receiving the executed Form B from sanitation and the easement for the shared well being put in the deed.

Bryan Farr presented the fire report and introduced Jeremy Hogan to the board to present a sign proposal for the township, fire department, and police department to potentially collaborate to purchase. Jeremy presented 4 options that the supervisors will take under consideration. As this was the first the board was hearing of this, there are several things to work out prior to moving forward. Michele Browning presented the Parks Commission report and Chuck Wright presented the Public Works Dept. report. All reports are on file with the township.

Chris Jones, along with Tim Gourley and Dustin Bishop, wanted to address the questions raised within the community in the decision of the February 24th, 2021 Conditional Use Hearing regarding the Bishop Brothers Mine on the Minard Property. Chris stated that there was an oversight in the zoning for the hearing as they had listed the property zoned as all agricultural when it in fact is zoned both agricultural and woodland conservation district. He pointed out that this oversight doesn't impact the outcome as the process would have remained the same for the woodland conservation district as it did for the agricultural district. He asked that the board make a statement clarifying that the decision made in the February 24, 2021 hearing should remain the same based on what was presented in the hearing, barring the zoning error. Tim Gourley reviewed with the members of the board a map that was presented in the Conditional Use Hearing showing that the same criteria apply regardless of whether it is zoned agricultural or woodland conservation district. The board decided to go into executive session to discuss further.

Page Two
Athens Township Supervisors
July 26th, 2023

Kirstie took the Board into executive session at 6:02 PM to discuss. The regular meeting reconvened at 6:14 PM.

On motion of Christine, second by Kirstie, motion passed to authorize John Thompson to write a letter clarifying that the decision made in the conditional use hearing on February 24, 2021 would include the woodland conservation district.

Larry Alderson addressed the board concerning the township's multiple pension plans and their performance. He expressed the need to have a designated signatory assigned to e-sign the new plan documents for the defined contribution plans. He discussed the performance of the non-uniform and police pension plans and the need to potentially set aside some extra money to cover the lower interest rates expected in the upcoming years.

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

On motion of Christine, 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.

Kirstie asked to table approving the minutes.

On motion of Kirstie, second by Bonnie, motion passed to approve renewing Meade Murtland's 5-year term with Athens Township Parks Commission (expires July 2028).

On motion of Kirstie, second by Christine, motion passed to approve the township paying \$200 for Tessa Spears to attend the virtual L-2300 Intermediate Emergency Operations Center Functions class required for her certification.

The supervisors decided to table the request from AASD to put paw prints on Pennsylvania Avenue until PennDOT gives their approval it and someone from the school district presents to the board more details.

The supervisors will schedule a road workshop after they are able to discuss availability with Tressa and Alan as they weren't at the meeting.

On motion of Kirstie, second by Bonnie, motion passed to approve allowing the Sheshequin Path Half Marathon on October 7th, 2023 to be held on township property as we have received a letter from the commissioners relieving the township of liability.

Correspondence/Information was as listed in the meeting agenda.

Eileen Sparduti of 972 Meadowlark Dr. asked to address the board because she wanted to understand what the board authorized Mr. Thompson to do regarding the mine (the board authorized Mr. Thompson to write a letter clarifying that the decision made in the conditional use hearing on February 24, 2021 would include the woodland conservation district.) She wanted to know if the supervisors requested a copy of the

transcripts from the hearing and why they didn't table their decision so they could review them prior to authorizing Mr. Thompson to clarify. She stated that her concern with the omission error regarding the zoning (originally presented as zoned agricultural when it is both agricultural and woodland conservation district) and how it impacts other possible omissions. John stated he would be happy to sit down with her and go through the whole process and answer her questions. He explained that because it is an approved use it wouldn't change anything should the board have required them to reapply. Matt Cooper asked John if the board denied the request for clarification tonight, could they have set different conditions for the woodland conservation district in a new conditional use hearing. John explained that we couldn't do that because the board made conditions in the first conditional use hearing applying to all three levels, which included the area that is now recognized as woodland conservation district. Eileen asked if we are still within Sunshine Law and Public Notice requirements now that we have decided to clarify the decision. John stated that he believed we were.

Kirstie took the Board into executive session at 6:52 PM for personnel and pending litigation. The regular meeting reconvened at 8:21 PM

On motion of Kirstie, second by Bonnie, motion passed to add the following items to the agenda: authorizing John Thompson to respond to Shirley Miller, adopt a resolution allocating ACT 13 Impact Fee Funds, and approving the purchase order for Mattison's Bucket Service for Parks.

On motion of Bonnie, second by Kirstie, motion passed to allow John Thompson to address the letter received from Shirley Miller dated July 23, 2023 on behalf of the township.

On motion of Kirstie, second by Christine, motion passed to adopt a resolution stating that we received Act 13 Impact Fee Funds for 2022 Gas Wells in July in the amount of \$388,050.06 and it will be allocated as follows: \$100,000 to the Thomas Avenue Bridge, \$50,000 for Moore Rd. Bridge, \$50,000 for Miller Rd. Bridge, and \$50,000 for Murray Creek Rd. Bridge, \$18,118.61 for the purchase of bullet proof vests for the police department, and the remaining \$119,931.45 to be allocated as needed in compliance with the Act 13 regulations.

On motion of Kirstie, second by Christine, motion passed to approve the purchase order for Mattison's Bucket Service for cutting down 8 trees at Round Top Park in the amount of \$4200.00 to come from Parks account 454.370.

There being no further business, on motion of Kirstie, second by Christine, it was unanimous to adjourn the meeting at 8:23 PM.

Respectfully submitted,

Michelle A. Rude
Athens Township Administrative Secretary

Athens Township Supervisors

August 30, 2023 5PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:00 PM. Supervisors present were Kirstie Lake, Christine Vough, Bonnie Petruschak and Alan Burgess. Solicitor John Thompson was also in attendance. Tressa lead everyone in the Pledge of Allegiance.

Athens Township planning commission presented Bishop Brothers Construction, Inc, a preliminary land development plan approval with five (5) deficiencies. On motion of Kirstie seconded by Bonnie, Tressa declined, motion passed to grant preliminary approval contingent upon resolution of the deficiencies. Yearly updates after mining permit is issued. Adherence to the agreement of notifying first responders and execute waiver for the plan size and scale.

Voice of Residents: Eileen Sparduti of Meadowlark Drive thanked the Board and planning committee for hard work. Concerned on road maintenance. Bishops stated they will be responsible for damage to road. Allowances for flood plain not right. Tressa notified group to contact Bishops with concerns but Eileen stated she was comfortable approaching Tim.

Matt Cooper stating conditional use adhere to a proactive approach for oversight.

Michelle Browning-Looking at roads prior to start, road will be different.

Susan Loomis stating Winslow street only fixed road in front of restaurant. Continue to assess roads.

Deb Allen commented on speed limit saying can't depend on truck drivers to go slower. Also stated Mine effects entire valley and to publish on website. It was clarified that postings are online on township website and advertised in the newspaper.

John Cheresnowsky asked what the road signs were meant for. He was told they were meant for the Nasco Trucks.

Sandy Thurston asking about approvals of each phase.

Christine LaChive says the mining will destroy nature. Asked if Bishops could sub-lease.

David Chamberlain asked where is the archeology? Tutelow Creek burial grounds.

Deb Serfoss requested archeological study in 2022

The public was advised to address issues with DEP.

Paula Piatt of Sayre Hill asking about where in the schedule are Miller and Moore Road and blacktop patching on Sayre Hill. She was told they are not on the immediate radar yet and part of a 3-year plan.

Susan Loomis asking if patching on Winslow was contracted or private person and why aren't meetings recorded?

Chairwoman Heffron took the board into executive session at 8:30 PM for personnel and pending litigation. The regular meeting reconvened at 8:38 PM.

On Motion of Tressa seconded by Kirstie, motion add Zach Hatch and Holly Randall to the agenda.

On motion of Tressa seconded by Bonnie, motion passed to authorize Cindy to utilize township seal.

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

On motion of Tressa seconded by Kirstie, motion passed to approve purchase orders from Hudson Valley Welding and to be paid from ACT 13.

On motion of Tressa seconded by Bonnie, motion passed to send a letter to Chris Sutton to clean up Junk Yard.

On motion of Tressa seconded by Kirstie, motion passed to hire Zachary Hatch as of September 14, 2023 and to authorize John to change MOU to reflect new language.

On motion of Tressa seconded by Kirstie, motion passed to hire Holly Randall as acting secretary at rate of \$20.00/hr. for up to 20 hours per week with additional determined by the board.

There being no further business, on motion of Bonnie, seconded by Christine, motion passed to adjourn the meeting at 8:49 PM.

Respectfully Submitted,

Tressa Heffron, Acting Secretary

ATHENS TOWNSHIP SUPERVISORS
September 12th, 2023 5 PM Special Meeting

Vice Chairwoman Kirstie Lake called the meeting to order at 5:00 PM. Also present were Supervisors Christine Vough and Bonnie Petruschak. Solicitor John Thompson, Treasurer Ruth Casterline and Holly Randall were also in attendance. Kirstie led everyone in the Pledge of Allegiance.

Voice of the Residents: None

On motion of Kirstie, second by Bonnie, motion passed to appoint Holly Randall as interim acting secretary.

Supervisor Kirstie took the board into executive session at 5:05 PM for personal and pending litigation. The special meeting reconvened at 7:05 PM.

On motion of Kirstie, second by Bonnie, motion passed to add Roger as administrator on EGrants.

On motion of Kirstie, second by Christine, motion passed to remove Michelle as administrator for Thomas Ave. Bridge.

On motion of Kirstie, second by Bonnie, motion passed to add Chuck as administrator for Thomas Ave. Bridge.

On motion of Kirstie, second by Bonnie, motion passed to approve hire of Mattison Tree Service.

On motion of Kirstie, second by Christine, motion passed to authorize Solicitor John Thompson to provide insurance company with civil complaint, copy of transcript and timely response to declaratory judgment.

On motion of Christine, second by Kirstie, motion passed to hire Garrett Stocks in contingent to background check.

There being no further business, on motion of Bonnie, second by Kirstie, it was unanimous to adjourn the meeting at 7:30 PM.

Respectfully submitted,

Holly Randall
Athens Township Secretary

ATHENS TOWNSHIP SUPERVISORS
September 27, 2023 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:01 PM. Supervisors also present were Bonnie Petruschak and Christine Vough. Alan Burgess and Kirstie Lake were not in attendance. Solicitor John Thompson, acting secretary Holly Randall and Chuck Wright were also in attendance. Tressa lead everyone in the Pledge of Allegiance.

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

- 1) **Spencer, Robert/Francella-** a 2 Lot sub division on Route 220 and recommended preliminary/final plan approval. All deficiencies have been met. On motion of Christine, second by Tressa, motion passed to approve the final plan for this subdivision.
- 2) **Rosh, Ann-** a 3-lot subdivision on Bensley Street and recommended preliminary/final plan approval with (1) deficiency. On motion of Tressa, second by Bonnie, motion passed to grant preliminary/final plan approval contingent upon providing will-serve letters from Aqua and the sewer authority.

Michele Browning from Parks Commission reported that the kayak rack was complete, picnic tables and Smoky the Bear refreshed. Fire company unable to place the star up this year due to ladder truck unable to get to the site.

Chuck Wright presented the Public Works Dept. report. No representative for Athens Twp Volunteer Fire Co and Athens Twp Police Dept. On motion of Christine, second by Bonnie, motion passed to accept the monthly reports as submitted.

On motion of Tressa, 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 Christine, second by Bonnie, motion passed to set trick-or-treating for Tuesday October 31, 2023 from 6-8PM in Athens Township.

Budget meeting set for October 24, 2023 at 5:30 PM. Holly will advertise.

On motion of Tressa, second by Bonnie, motion passed to appoint Holly Randall as the acting township secretary, as an authorized contact for clarity connect.

Employees out for COVID will follow the PA Dept. of Health protocol.

Voice of the Residents: Dayton Cote brought Holding Tank Agreement from sanitation to allow him to maintain the tank.

Don Mattison of Vetter Road stated pipes are full and road is washing out. Ditches need to be cleaned.

Matt Moore of Black Bear Lane asking about construction on hold on Hickory Heights.

Joe Burns of Weaver Road stating roads are rough and hard on vehicles. Trees need to be trimmed to see better. Suggested a 3 way stop at Sutliff and Roundtop Road.

Rick Simons of Weaver Road stating roads are bad, worse than they have ever been.

Dan Knolles of Weaver road also stating the bad roads.

Rebecca Brown of McCardle road stating the roads are bad and bus can't make it to get kids to school and herself to work.

Dustin Bishop of Woodland Pine Road asking where we are hauling material from.

Michelle Simons of Weaver Road asking if ladder truck can still make it to structure fires since can't make it to round top to put star up.

Aaron Brotzman of Weaver Road stating driveways need fixing due to ruining road.

Brian Straub of McCardle road says he has been using his own equipment to fix up the road where it is washed out and has ruts. He has even plowed it.

Tressa took the board into executive session at 7:03 PM for personal and pending litigation. The regular meeting reconvened at 9:06 PM.

On motion of Tressa, second by Bonnie, motion passed to appoint Lauren Vargeson as member of the Athens Township Park and Recreation committee.

On motion of Tressa, second by Christine, motion passed to approve hire of Garrett Stocks.

There being no further business, on motion of Christine, second by Tressa, it was unanimous to adjourn the meeting at 9:08 PM.

Respectfully submitted,

Holly Randall
Athens Township Acting Secretary

ATHENS TOWNSHIP SUPERVISORS
October 24, 2023 5:30 PM Budget Workshop

Vice Chairwoman Kirstie Lake called the meeting to order at 5:30 pm. Supervisors Bonnie Petruschak and Christine Vough were present, as was Acting Secretary Holly Randall, Treasurer Ruth Casterline and Director of Roads Chuck Wright. Supervisor Tressa Heffron arrived later. Kirstie led everyone in the Pledge of Allegiance.

Ruth provided the Supervisors with handouts for the township accounts.

George Ballenstead from the Athens Volunteer Fire Department presented their proposed budget for the 2024 year. They are looking into a new sign and is asking that Athens Township help with the cost.

On motion of Kirstie seconded by Tressa, motion passed to add to the agenda the resignation of Christine Vough as Supervisor.

Christine Vough submitted her letter of resignation effective immediately for she will no longer be a resident of Athens Township. On motion of Kirstie seconded by Bonnie, motion passed to accept the resignation of Christine Vough as Supervisor.

Police Chief, Roger Clink, presented the proposed budget for the 2024 year. He requested that a new patrol car be added to the budget.

Director of Roads Chuck Wright gave the board a brief overview of what he was looking to do in 2024 year.

There being no further business, on motion of Kirstie, second by Bonnie, it was unanimous to adjourn the meeting at 8:21pm.

Respectfully submitted,

Holly Randall
Athens Township Acting Secretary

ATHENS TOWNSHIP SUPERVISORS
October 25, 2023 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:00 PM. Supervisors also present were Kirstie Lake, Bonnie Petruschak and Alan Burgess. Solicitor John Thompson, acting secretary Holly Randall, Treasurer Ruth Casterline and Director of Public Works Chuck Wright were also in attendance. Tressa lead everyone in the Pledge of Allegiance.

C&N Advisor Philip Prough presented the Non-uniform and Police Pension Defined Plan report for the last quarter and explained the investment portfolio.

Michele Browning from Parks stated that the kayak rack was completed by Andrew DeForest. Tressa presented Andrew with a certificate of appreciation.

Michele stated they are still working on estimates for security cameras, grants for Tozers Landing. Round Top Park closes on November 18, 2023.

Chuck Wright presented the Public Works Dept. report. No representative for Athens Twp Volunteer Fire Co and Athens Twp Police Dept. On motion of Kirstie, second by Bonnie, motion passed to accept the monthly reports as submitted.

On motion of Kirstie, second by Allan, 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 Bonnie, motion passed to approve the minutes of September 27, 2023 as written. Alan abstained. On motion of Kirstie, seconded by Bonnie, motion passed to approve the minutes of September 12, 2023 as written. Alan abstained.

On motion of Kirstie, seconded by Alan, motion passed to approve MMO Pension Resolution.

On motion of Kirstie, seconded by Bonnie, motion passed to approve Sewer Authority Resolution.

On motion of Tressa, seconded by Bonnie, motion passed to bid for 14,000 gallons, more or less, of DYED LSD diesel fuel and 11,000 gallons, more or less, of unleaded gas-87 octane delivered as needed.

On motion of Tressa, seconded by Kirstie, motion passed to set employee/volunteer luncheon for December 12, 2023 at Noon.

On motion of Alan, seconded by Bonnie, motion passed to approve Treasurer purchase orders for the following:

Rock Salt	\$7,740
Antiskid	\$10,890
Bradco Supply	\$2,704.70
Footes Tire and Auto	\$5851.92

On motion of Bonnie, seconded by Kirstie, motion passed to add to the agenda to move the amount of \$96,000.00 from account 438 to 432.

On motion of Tressa, seconded by Bonnie, motion passed to approved to move the amount of \$96,000 from account 438 to 432 in ACT 13 Fund.

On motion of Tressa, seconded by Kirstie, motion passed to approve the renewal of The Review Newspaper subscription.

On motion of Alan, seconded by Bonnie, motion passed to approve the tune up by Kinsley Power Systems on the Generator.

Voice of the Residents:

Dustin Bishop asked why the township was using Act 13 funds for state approved when putting on dirt roads.

Tressa took the board into executive session at 6:27 PM for personal and pending litigation. The regular meeting reconvened at 7:30 PM.

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

1. Discuss/Approve Multi Model Grant application signatories for Miller Road Bridge
2. Pilot light conversion to electrical
3. Payment to Gannon for Endorsement to add Public Official Loss of Wages
4. Authorize Ruth to pay John Strozyk for unused hours.
5. Cabinet for Police

On motion of Kirstie, seconded by Alan, motion passed to authorize Chuck as signatory and preparer of Multi Model Grant.

On motion of Bonnie, seconded by Kirstie, motion passed to approve the conversion of pilot light to electric. Work done by Millard Plumbing and Heating. Cost of \$3,960 from building repairs fund 409.250.

On motion of Tressa, seconded by Kirstie, motion passed to approve payment to Gannon for Endorsement to add Public Official Loss of Wages.

On motion of Kirstie, seconded by Tressa, motion passed to pay John Strozyk for 23 unused vacation hours and 3 unused holidays.

On motion of Tressa, seconded by Kirstie, motion passed to approve cabinet for the Police.

There being no further business, on motion of Kirstie, second by Tressa, it was unanimous to adjourn the meeting at 7:32 PM.

Respectfully submitted,

Holly Randall
Athens Township Acting Secretary

ATHENS TOWNSHIP SUPERVISORS
November 2, 2023 5:30 PM Budget Workshop

Chairwoman Tressa Heffron called the meeting to order at 5:32 pm. Supervisors Kirstie Lake and Bonnie Petruschak were present, as was Acting Secretary Holly Randall, Treasurer Ruth Casterline and Director of Roads Chuck Wright. Supervisor Tressa Heffron led everyone in the Pledge of Allegiance.

Joe Quatrini from Bradford County Conservation District spoke to the board about grants to help reduce the costs for stream crossings.

On motion of Tressa, seconded by Kirstie, motion passed to add Flood Plain training for Ed Reid to the agenda and discuss contract for Wiles Valley Weather.

On motion of Kirstie, seconded by Tressa, motion passed to approve the flood plain training for Ed Reid.

There being no further business, on motion of Kirstie, second by Bonnie, it was unanimous to adjourn the meeting at 8:21pm.

Respectfully submitted,

Holly Randall
Athens Township Acting Secretary

ATHENS TOWNSHIP SUPERVISORS
November 8, 2023 5:30 PM Budget Workshop

Chairwoman Tressa Heffron called the meeting to order at 5:30 pm. Supervisors Kirstie Lake, Bonnie Petruschak and Alan Burgess were present, as was Acting Secretary Holly Randall, Treasurer Ruth Casterline and Director of Roads Chuck Wright. Supervisor Tressa Heffron led everyone in the Pledge of Allegiance.

On motion of Alan, seconded by Kirstie, motion passed to approve Holding Tank Cleaning Contract for Jeff Garnsey.

On motion of Tressa, seconded by Alan, motion passed to add the following items to the agenda.

1. Allow Penn Recycling of Williamsport to scrap Bridge at \$300/Ton.
2. Purchase Orders for radio and V spreader for Truck #12
3. Inspection of Round Top Culvert
4. Quick books software purchase order
5. Quote from Kai Pan Consulting for Computers
6. Interview two Applicants

On motion of Tressa, seconded by Alan, motion passed to allow Penn Recycling of Williamsport to scrap Thomas Ave. Bridge at \$300/Ton.

On motion of Tressa, seconded by Kirstie, motion passed to approve purchase of Radio for Truck #12 from Keystone Communications. Paid from Liquid Fuels in amount of \$1,440.00.

On motion of Kirstie, seconded by Alan, motion passed to approve purchase of V Box spreader from Stevenson's Equipment Inc. Paid from Act 13 in amount of \$41,500.

On motion of Tressa, seconded by Alan, motion passed to approve Bridge inspection at Pipe Culvert on Round Top/Murray Creek Road. Inspection done by Larson Design Group. Paid from Act 13 for the cost of \$1,600.

On motion of Bonnie, seconded by Kirstie, motion passed to approve QuickBooks software. Paid from General Fund in the amount of \$2,134.00.

On motion of Bonnie, seconded by Kirstie, motion passed to approve quote from Kai Pan Consulting for Secretary's Computer for Quick Books. Paid from General Fund in the amount of \$1,071.95.

Supervisors discussed interviewing two applicants for the road crew. Interviews are set for Tuesday November 14th.

Tressa took the board into executive session at 7:48 p.m. for personal and pending litigation. The meeting reconvened at 8:10 p.m.

There being no further business, on motion of Tressa, second by Kirstie, it was unanimous to adjourn the meeting at 8:10pm.

Respectfully submitted,

Holly Randall
Athens Township Acting Secretary

ATHENS TOWNSHIP SUPERVISORS
November 13, 2023 5:30 PM Budget Workshop

Chairwoman Tressa Heffron called the meeting to order at 5:30 pm. Supervisors Kirstie Lake and Bonnie Petruschak were present. Treasurer Ruth Casterline was also in attendance. Supervisor Tressa Heffron led everyone in the Pledge of Allegiance.

Budget Workshop.

On motion of Kirstie, seconded by Tressa, motion passed to approve Ron Reagan and Ruth Casterline to attend PSATS boot camp.

Tressa took the board into executive session at 6:57 p.m. for personal and pending litigation. The meeting reconvened at 7:28 p.m.

On motion of Tressa, seconded by Kirstie, motion passed to add Christmas Luncheon date to agenda.

On motion of Tressa, seconded by Bonnie, motion passed to move Christmas Luncheon to December 22, 2023.

There being no further business, on motion of Bonnie, second by Kirstie, it was unanimous to adjourn the meeting at 7:29 pm.

Respectfully submitted,

Tressa Heffron
Athens Township Acting Secretary

ATHENS TOWNSHIP SUPERVISORS
November 29, 2023 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:00 PM. Supervisors also present were Kirstie Lake, Bonnie Petruschak and Alan Burgess. Solicitor John Thompson, acting secretary Holly Randall, Treasurer Ruth Casterline and Director of Public Works Chuck Wright were also in attendance. Tressa lead everyone in the Pledge of Allegiance.

It was brought to our attention and apologize that the agenda was not posted as it is intended to be. We will make sure in the future that is it available at the appropriate time.

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>
Mirabito	\$2.9018 delivered	\$3.5722 delivered

On motion of Kirstie, second by Alan, it was unanimous to award the bid for 87 octane and LSD Diesel to Mirabito.

Chuck Wright presented the Public Works Dept. report. No representative for Athens Twp Volunteer Fire Co and Athens Twp Police Dept. On motion of Kirstie, second by Alan, motion passed to accept the monthly reports as submitted.

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 Bonnie, motion passed to approve the minutes of October 24, November 11 and November 13, 2023 as written. Alan abstained. On motion of Tressa, seconded by Kirstie, motion passed to approve the minutes of October 25 and November 8, 2023 as written.

On motion of Tressa, seconded by Kirstie, motion passed to advertise for intent to appoint CPA for 2023-year audit.

On motion of Alan, seconded by Kirstie, motion passed to approve Wiles Valley Weather Service Contract.

On motion of Kirstie, seconded by Alan, motion passed to approve Thomas Ave Bridge Extension.

On motion of Kirstie, seconded by Bonnie, motion passed to approve the advertisement of the 2024 Proposed budget.

On motion of Kirstie, seconded by Bonnie, motion passed to get quotes for the cleaning of the township building.

On motion of Kirstie, seconded by Bonnie, motion passed to reappoint Marion Carling for Planning Commission.

Voice of Residents: Ace Dolan of Moore Road stated it was hard to hear at the meeting and suggested a microphone. He also asked about the Wiles Valley Weather agreement.

Rebecca Brown of McCardle Road stated that her road did not receive cinders Tuesday morning when roads were slippery.

On motion of Tressa, seconded by Kirstie, motion passed to add to the agenda to appoint Matthew Moore to complete the term of Christine Vough that will expire 12/31/2023.

On motion of Kirstie, seconded by Bonnie, motion passed to appoint Matthew Moore to complete Christine Vough' s term expiring on 12/31/2023.

Tressa took the board into executive session at 5:47 PM for personal and pending litigation. The regular meeting reconvened at 6:43 PM.

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

1. Motion to accept Professional Services Agreement with Dutch Valley
2. Motion to pay Hudson Valley Purchase order
3. Motion to approve hire of Laborer John Waltenburg and Operator Chris Stocks
4. Motion to renew American Drug and Alcohol Contract
5. Liquid Fuels Audit results

On motion of Tressa, seconded by Kirstie, motion passed to accept the Profession Service Agreement with Dutch Valley.

On motion of Tressa, seconded by Kirstie, motion passed to authorize Ruth to pay Hudson Valley Welding Purchase order in the amount of \$1,540 from Act 13 fund.

On motion of Kirstie, seconded by Tressa, motion passed to hire John Waltenburg as Laborer and Chris Stocks as Operator contingent upon pending drug test and background check. Salary per union contract.

On motion of Kirstie, seconded by Bonnie, motion passed to renew American Drug and Alcohol contract.

On motion of Kirstie, seconded by Tressa, motion passed to accept that the Liquid Fuels audit came back with no deficiencies.

There being no further business, on motion of Kirstie, second by Tressa, it was unanimous to adjourn the meeting at 6:47 PM.

Respectfully submitted,

Holly Randall
Athens Township Acting Secretary

ATHENS TOWNSHIP SUPERVISORS
December 20, 2023 5 PM Regular Meeting

Chairwoman Tressa Heffron called the meeting to order at 5:00 PM. Supervisors also present were Kirstie Lake, Bonnie Petruschak and Matthew Moore. Solicitor John Thompson, acting secretary Holly Randall, Treasurer Ruth Casterline and Director of Public Works Chuck Wright were also in attendance. Tressa lead everyone in the Pledge of Allegiance.

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

Visions Hotels/Candlewood Suites, a preliminary land development for stormwater modifications on Elmira Street and recommended preliminary/final plan approval with (1) deficiency. On motion of Kirstie, seconded by Moore, motion passed to grant preliminary/final plan approval contingent upon completion of owner's and developer's signatures.

Chuck Wright presented the Public Works Dept. report. No representative for Athens Twp Volunteer Fire Co. Athens Twp Police Dept. spoke on the grant for equipment. On motion of Kirstie, second by Tressa, motion passed to accept the monthly reports as submitted.

On motion of Kirstie, seconded by Bonnie, motion passed to approve purchase orders for Contractors Heavy Equipment, Inc. for large highway Roller Rental.

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 Bonnie, motion passed to approve the minutes of November 29 minutes as written.

Voice of Residents: None

On motion of Tressa, seconded by Kirstie, motion passed to add to the agenda to sign Police Grant.

On motion of Kirstie, seconded by Matt, motion passed for Tressa to sign police grant.

Tressa took the board into executive session at 5:34 PM and reconvened at 5:50PM.

Steve Sumner from Gannon Insurance presented Coverage Summary to the Board.

On motion of Bonnie, seconded by Tressa, motion passed to approve Smiley's as township cleaning service.

On motion of Tressa, seconded by Bonnie, motion passed to accept resignation of Rick Felt from the Zoning Hearing Board as of 12/31/23.

On motion of Bonnie, seconded by Matt, motion passed to approve advertisement of the yearly meeting dates for 2024.

On motion of Kirstie, seconded by Bonnie, motion passed to approve payment for the Federal Safety Equipment.

On motion of Tressa, seconded by Bonnie, motion passed to approve payment for Matt Moore to attend PSATS Boot camp.

On motion of Kirstie, seconded by Matt, motion carried to put Bridge scrap reimbursement into the Capital Reserve to use for Thomas Ave Bridge payments.

On motion of Kirstie, seconded by Bonnie, motion passed to approve payment to Spalding Memorial Library.

On motion of Kirstie, seconded by Bonnie, motion passed to approve 2024 Budget and set the mills from 12 to 14.

On motion of Tressa, seconded by Kirstie, motion passed to accept Radon Kits from DEP to be available to township residents.

Supervisors reviewed Bridge Inspections from Larson Design Group.

On motion of Kirstie, seconded by Bonnie, motion passed to approve PAFPM membership for Ed Reid.

Tressa took the board into executive session at 6:54 PM for personal and pending litigation. The regular meeting reconvened at 8:16 PM.

There being no further business, on motion of Kirstie, second by Bonnie, it was unanimous to adjourn the meeting at 8:17 PM.

Respectfully submitted,

Holly Randall
Athens Township Acting Secretary